

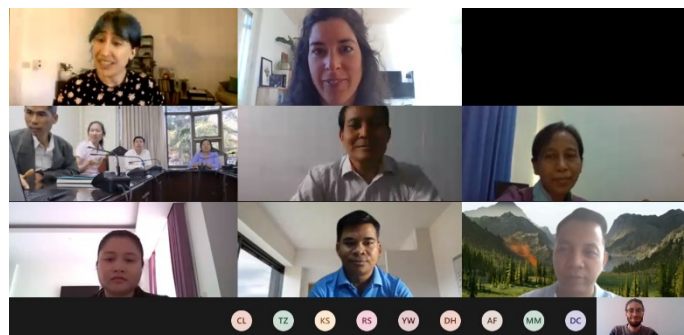


Evaluation of the ENGAGE KICK OFF MEETING

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The Engage kick off meeting took place in a form of five consecutive virtual meetings that each lasted two hours. The meetings were scheduled for Friday mornings (Italian time), and more specifically: 15th, 22nd, 29th January, 5th and 26th February. Each meeting was attended by between 15 and 20 participants from the following partner institutions: University of Bologna (UNIBO), Uppsala University (UU), University of Yangon (UY), Taunggyi University (TU), Mandalay University (MU), Ministry of Education of Myanmar (MoE), National University of Laos (NUOL), Souphanouvong University (SU), Ministry of Education and Sports of Laos (MOES), Royal University of Phnom Penh (RUPP), National University of Management (NUM), Chea Sim University of Kamchaymear (CSUK), and Ministry of Education Youth and Sport (MoEYS).

Each of the five kick off meetings had specific focus. The first meeting (15th January) provided a general project overview. The second meeting (22nd January) was reserved for presentations of Myanmar partners, and selection of project logo. The third meeting (29th January) hosted presentations by Cambodian partners. The fourth meeting (the



5th February) included presentations by Laos and Swedish partners. Finally, the fifth meeting (26th February) was dedicated to contractual and financial management of the project.

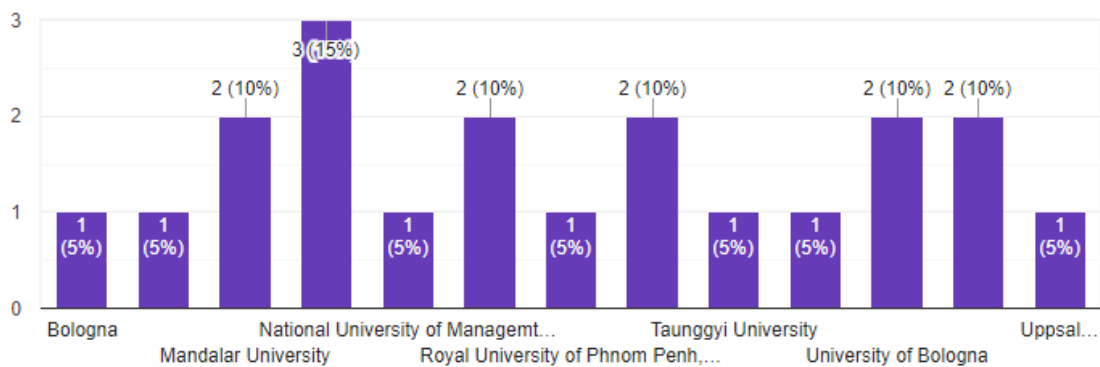


In the following section, a participant evaluation of the kick off meetings will be outlined. The feedback is based on an online questionnaire sent to all participants of the meetings. Out of 34 recipients, 24 responded this questionnaire.

Most often, one to three persons per collaborating institution responded the questionnaire. The exception is Chea Sim University of Kamchaymear University and two Ministries where there was no response provided.

Institutional belonging

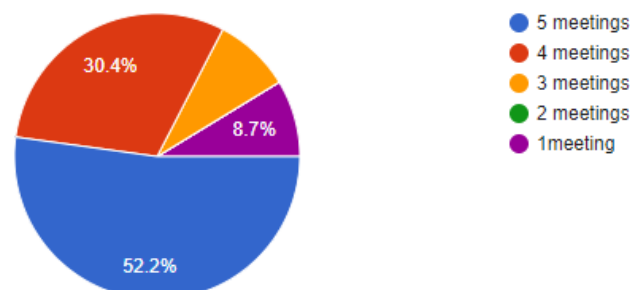
20 responses



Most of the respondents were able to participate in all five kick off meetings (52%), while roughly a third of the participants participated in four meetings. Two respondents participated in two meetings, and two respondents participated in one meeting only.

Out of the 5 kick off days, on how many were you able to take part in?

23 responses



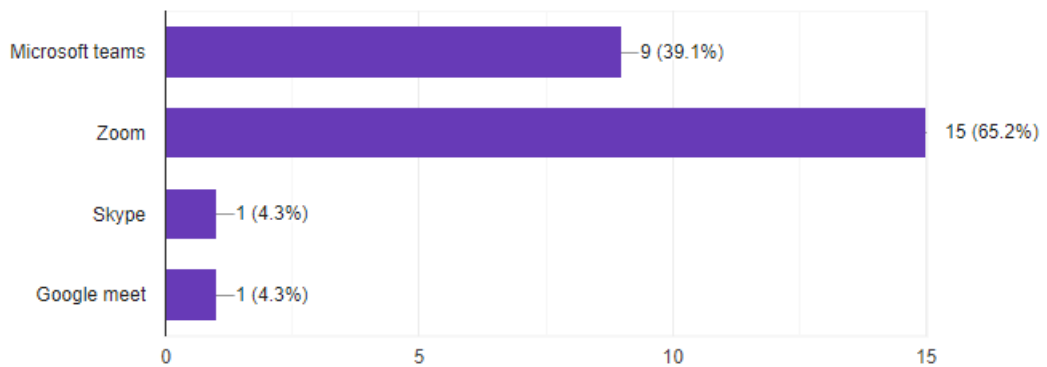
The project coordinators used Microsoft Teams program for online meetings. We were curious about participant's experience with this program, and we asked them if there is another program



they would prefer for the future meetings. The majority (15 respondents) suggested using Zoom program instead. Nine respondents preferred Teams, and one vote went to Skype and to Google meet. One participant commented “because of poor internet, Microsoft teams isn't able to show screen sometimes, so we prefer to use zoom.”

If you have experience with multiple online meeting platforms, what is your preferred one?

23 responses



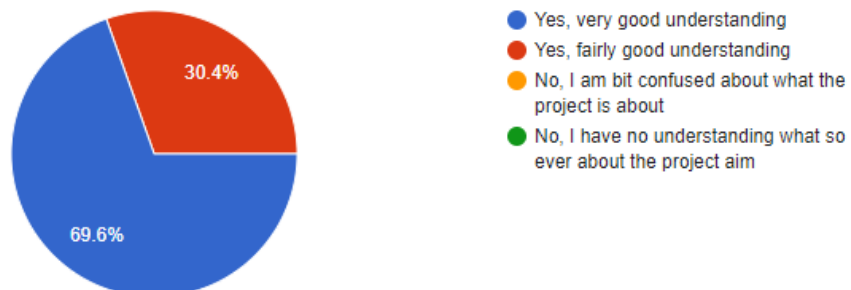
The most important aspect of the kick off meeting is if the project is well understood by the participants. To get to know this, we posed several questions that regarded:

- understanding of the project,
- understanding of the project work packages,
- understanding of their role in the project,
- understanding of the next steps in the project.

The responses indicate good understanding on behalf of our partners.

After the Kick off meetings, do you have a clear picture of the AIM of the Engage projects?

23 responses





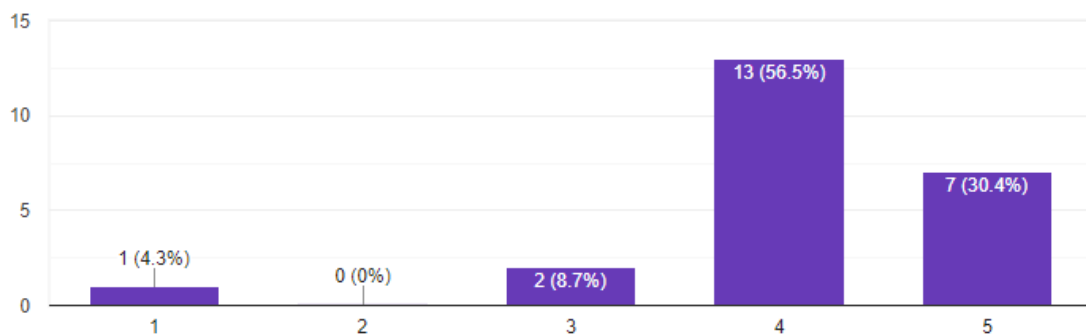
After the kick off meetings, do you have a clear understanding about the Engage WORK PACKAGES?

23 responses



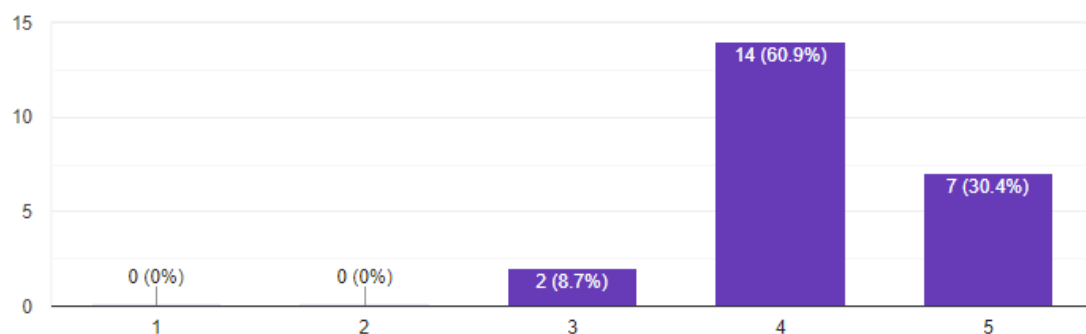
How clear is your role in the project?

23 responses



After the kick off meetings, how good is your understanding of next steps in the project?

23 responses

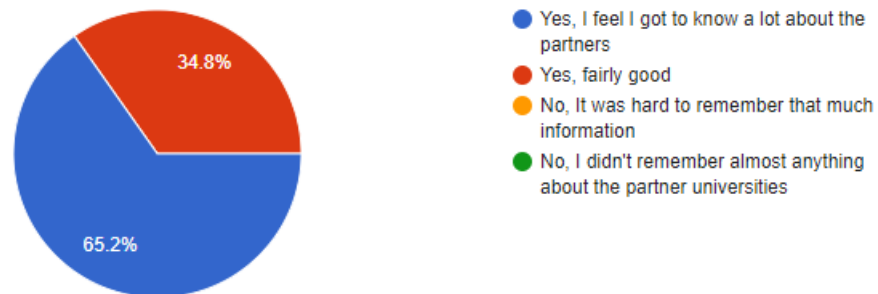


Since a large part of the kick off meeting was the presentation of the individual partner universities, one of our questions was dedicated to these segments. Most of our respondents gained much better knowledge of other participating universities.



Did the university presentations help you get to know better Engage partners?

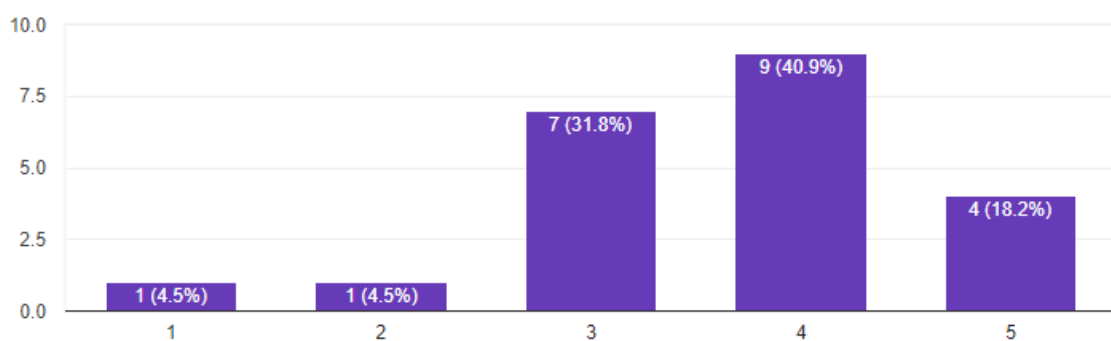
23 responses



On the final day of the kick off meeting, contractual and financial reporting was the main topic. Here, project coordinators provided several general regulations and guidelines for signing contracts between partners, and for how the financial reporting will roughly look like. When asked about their general level of understanding about these processes, 13 out of 22 respondents ranked their understanding as very or fairly good. Seven respondents ranked their understanding as mediocre, and two respondents ranked it as very bad or bad. Respondents expressed wish to get guideline for using staff and travel costs, as well as having ToR for each actor and working duration.

On a scale, how clear is the process of financial reporting to you?

22 responses

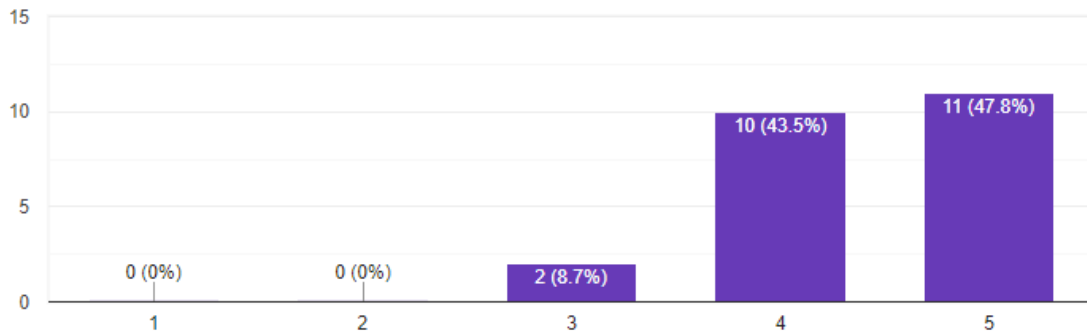


In general, respondents are very or fairly satisfied with the kick off meeting.



What is your overall satisfaction with the kick of meetings?

23 responses



When asked if there is something they thought the project managers missed to inform about, majority of respondents had nothing to note. One respondent wrote “It is necessary to have clear criteria on duty and responsibility for those who will be in the establishment of Student Engage Center and its operation during and post ENGAGE Project.” Another respondent suggested that it might be useful to send relevant WP details to each partner.

Finally, we asked participants if they would have any suggestions or wishes for the next meeting occasions. Most of the respondents had no comments. Some responded that the meetings were “very clear”, and “perfect”.

One responded proposed having shorter meetings, and another one suggested to organize next online meeting in a more interactive manner. Another respondent proposed that various days in a week (not only Fridays) should be chosen for meetings.

Finally, a respondent from Myanmar expressed concern about the situation in their country, and its effects on the project: “Due to uncertainties caused by COVID-19 and political changes, what is the plan B for ENGAGE activities? Or is there any penalty if there will be delays in project operation, like suspension of ENGAGE partner, grant cancellation or else?”