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University of Rome
Tor Vergata
Italy

KA2 - Cooperation for innovation and the exchange of good practices

Capacity Building in Higher Education

Joint project

Master in Smart Transport and Logistics for Cities (SmaLog)

Work Package 5 (DEV)

Methodical, organizational and technical support of SmaLog students' training

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Objectives

- To create Master students' Research Centre for SmaLog students and teachers;
- To create website, Facebook group;
- To create base for Transnational Student Mobility;
- To Introduce new advanced methods of Master students training;
- To Sign agreements between PC Universities of Double Degree Diploma.





Plan of Activities

Start 01-04-2018 End 30-09-2020

- 5.1 Study Visit UA&GE part of WG2 to EU Universities - **completed**
- 5.2 Master students' Research Centre for SmaLog students and teachers – **in progress**
- 5.3 Project web-site, Facebook Page/Group – **completed & regularly updated**
- 5.4 Project related Teaching Materials – **in progress**
- 5.5 Integrated Transnational Students' Mobility – **completed**
- 5.6 Current EU methods of students training – **in progress**
- 5.7 Agreements between EU and PC Universities – **to be coordinated**
- 5.8 3rd Conference of the Project Participants – **3rd Project year**





5.1 Study Visit UA&GE part of WG2 to EU Universities

Planned date: 01.04.2018 – 28.04.2018

Actual date: 19.03.2018 – 13.04.2018

✓ Representatives of WG2 visit to EU Universities (5 days):

P3/NUUE+P4/LPNU+P8/BSMA to P1/UNITOV } 09-13.04.18;
P3/NUUE+P6/NTU+P7/GTU to P2/UNIROMA1 }

P4/LPNU+P5/ZSTU+P7/GTU+P3/NUUE to P9/SUT – 19-23.03.18;

P5/ZSTU+P6/NTU+P/BSMA8+P3/NUUE to P11/HSW – 26-30.03.18.





5.2 Master students' Research Centre for SmaLog students and teachers

Planned date: 14.05.2018 – 29.09.2018

Actual date: 15.10.2018 – till...

- ✓ Appropriate equipment for Master Course practical study have to be purchased and installed at PC universities:

Equipment has to be bought during the 1-st Project year – Out of date!

Explanation letter to Project officer.

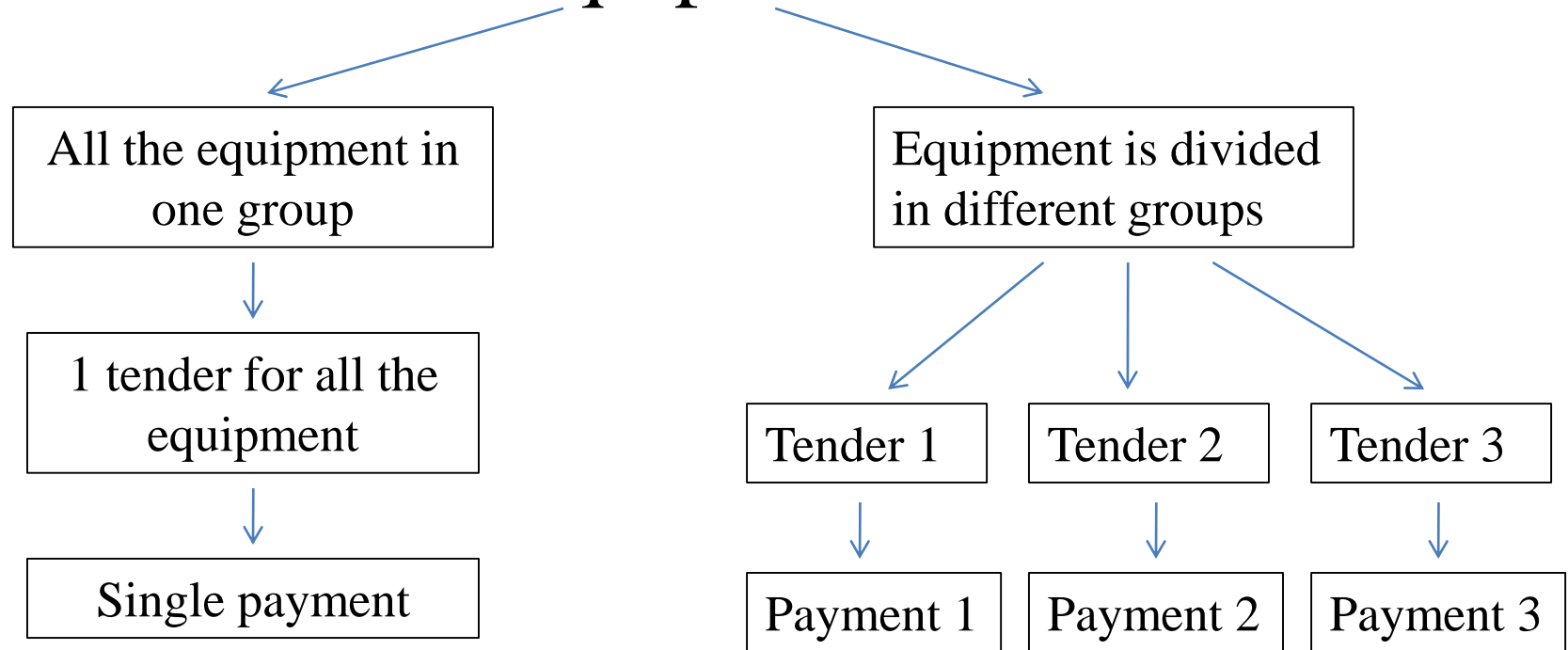
- List of equipment is determined and approved at each PC University;
- List of updated equipment is approved also by the EACEA;
- Plan of procurement is coordinated and signed at UA/GE Ministry of Education;
- Costs for equipment: **43.235,00 EUR**. Exchange rate for **November 2017**:
 - for UA: $42325,00 \times 31,08538 = 1.343.976,40$ UAH
 - for GE: $42325,00 \times 2,9813 = 128.896,51$ GEL

http://ec.europa.eu/budget/contracts_grants/info_contracts/infoeuro/index_en.cfm





Equipment



Any expenditure including VAT, duties and charges (such as customs and import duties) are not eligible.





Reporting documents for equipment purchase within each tender:

1. Agreement/Contract on purchase – two columns ENG and UA/GE or UA/GE + certified translation into ENG;
2. Invoice(s) – from equipment supplier;
3. Bank statement(s) – for evidence of costs transfer (payment order);
4. Three quotations from different suppliers;
5. Documentation on the tendering procedure – protocol on tender carrying out;
6. Inventory List – proof that equipment is recorded in the inventory of the institution.
7. Photo of the installed equipment (with EACEA logo & Inventory number).

All the document in UA/GE should be translated into ENG.





State of purchase by PC Universities:

3 UA Universities: P3-NUUE, P5-ZSTU, P6-NTU have already bought the first set of equipment:

NUUE				
No	Name of equipment	QTY	Price/unit, €	Amount, €
1	Computer	12	399,55	4794,6
2	Monitor	12	85,7	1028,4
3	Laptop	2	707,42	1414,84
4	Printer	2	262,51	525,02
5	Mouse	14	3,09	43,26
6	Keyboard	12	5,79	69,48
7	Projector	2	544,7	1089,4
8	Cable	2	9,36	18,72
9	Walfix	2	48,25	96,5
10	Interactive whiteboard	1	619,01	619,01
11	Projection screen	1	77,21	77,21
12	Citilog X-Cam P + Soft	1	1537,05	1537,05
TOTAL				11313,49





State of purchase by PC Universities:

NTU				
1	Impression P+ (I3-7100 3.9GHz/H110/16GB /1TB/500W)	10	515,50	5155,05
2	20" Philips 203V5LSB26/62	10	84,20	842,01
3	A4 HP LaserJet Pro M227sdn (G3Q74A)	2	285,11	570,21
4	Genius NetScroll 120 Optical Black	10	3,51	35,13
5	Genius KB-110X Black	10	5,89	58,91
6	BenQ MS535 (9H.JJW77.33E) (Multimedia projector)	1	378,74	378,74
7	VGA 15.0m Vinga (VGA03-15.0) (cable)	1	12,62	12,62
8	Walfix PB-14B (Bracket for projector)	1	22,09	22,09
9	Intech RD80A (Interactive board)	1	683,83	683,83
10	Walfix SNM-4 120" (Projection screen)	1	117,30	117,30
11	Voltcraft SL-451 Sound Meter 30-130 Db	1	536,55	536,55
12	OPTIMA7 NDIR	1	1388,71	1388,71
13	XIRO Xplorer Mini Black (16096)	1	515,50	515,50
TOTAL				10316,65





State of purchase by PC Universities:

ZSTU				
No	Name of equipment	QTY	Price/unit, €	Amount, €
1	System Boxes: AWYD2600BBAFBOX 24" IPS PK DELL Dell Monitor	10	707,764	7077,64
2	System Box: BX80677I57500SR335 24" IPS PK DELL Dell Monitor x 2	1	749,07	749,07
3	System Boxes: BX80677I57500SR335 24" IPS PK DELL Dell Monitor	2	567,945	1135,89
4	Laptop Acer Aspire 5 A515-51G-83S5 Mouse Genius NX-7000 WL Black	2	645,77	1291,54
5	Laptop HP ProBook 430 G5 (4QW06ES) Mouse Genius NX-7000 WL Black	1	606,08	606,08
TOTAL				10860,22





5.3 Project web-site, Facebook Page/Group

01.10.2018 – 30.09.2020

- ✓ Project Website, Facebook Page/Group have to be created. All elaborated teaching materials will be presented at the Website for free access for SmaLog Master students from Project participant universities:
 - Web-site is created: <http://smalog-2017.uniroma2.it/>
 - Facebook Page/Group is created: <https://www.facebook.com/SmaLog2017/>



5.4 Project related Teaching Materials

02.04.2018 – 30.08.2020

- ✓ Teaching materials for Master course study will be elaborated and published, also at the Website, Facebook Page/Group:
 - Which kind of manuals/books (for support of which subject/module or group of subjects) do we need?
 - How many manuals/books do we need (printed version, e-version)?
 - Formation of authors team – 1 manual per 1 University or author team from 2,3 Universities for 1 manual;
 - Involvement of EU participants into development in teaching materials;
 - Language of the manual: English, Ukrainian, Georgian.
 - **Costs for publishing – Development and Printing???**





5.5 Integrated Transnational Students Mobility

01.05.2018 – 30.12.2018

✓ Appropriate base for Transnational Students Mobility will be created based on rules of Erasmus+ programme
Mobility:

- Regulations on Students study, training at higher educational establishments abroad.

- Decree on nomination a person at the Faculty or Department responsible for realization of academic aspects related to students study abroad:

participation in Selection Committee;

preparation of administrative documents before mobility;

support of connection with a student during mobility;

formalization of the documents (recognition of ECTS) after student's return.





5.6 Current EU methods of students training

01.10.2018 – 31.08.2019

- ✓ New advanced methods of Master students training will be introduced at Partner countries Universities:
 - On the basis of PC teaching staff training at EU side, participation in training seminars obtained methodology should be introduced into study process at PC universities .
 - New methods should be described in education-scientific or education-professional programs.





5.7 Agreements between EU and PC Universities

01.01.2019 – 31.08.2019

- ✓ Agreement among participating Universities for possible Double Degree Diploma and joint Diploma Supplement will be signed between UA and GE Universities:
 - Distribution of study volume – 1 year/1 year or 2 terms/1 term;
 - Time of study abroad – autumn or spring term;
 - Co-ordination of curricula by both institutions;
 - Recognition of subjects/ECTS;
 - Tuition fee, accommodation , etc...

Template of the Agreement



5.8 3rd Conference of the Project Participants

13.01.2020 – 19.01.2020

- ✓ 3rd Conference of the Project Participants together with 5th PMC Meeting will be organized in Kyiv (13.01.2020-19.01.2020).

The aim is to finalize the details of project and preparation to Master Theses' development and defense.

