WORKPLAN

The same reference and sub-reference numbers as used in the logical framework matrix must be assigned to each outcome and related activities.

Activity carried out in the Programme Country: **=** (E.g. activity in France for two weeks in the first month of the project 2= under M1)
Activity carried out in the Partner Country (ies): **X** (E.g., activity in Tunisia for three weeks in the second month of the project: 3X under M2)

WORKPLAN for project year 1

Ref.nr/ Sub-ref nr	Title	Total duration (number of weeks)	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
1.1	Analyse DRM&FSE MPs in EU and WBC	3		X=	X=	X=								
1.2	Analyse WBC needs for DRM&FSE MPs and learning outcomes	5					2X=	2X=	2X=					
1.3	Develop new DRM&FSE MPs Curricula aligned with EU trends	6					2X=	2X	2X					
1.4	Procure, install and activate the equipment	8		X	X	X	X	X	X	X	X	X	X	X
2.1	Assess WB needs and EU trends in DRM&FSE PhD	5					2X=	2X=	2X=					
2.2	Analyse WB teaching staff resources for MPs and PhD	4								2X=	2X=	2X=		
2.3	Compare PhD models and curricula in EU	4								2X=	2X=	2X=		
2.4	Develop PhD Curriculum	4											2X=	2X=
2.5	Compile a list of research PhD themes, according to disaster trends in WB													
3.1	Study visits to PR HEIs	4								2=X		2=X		
3.2	Analyse and agree on the modalities of using ICT for b-learning	1		X=	X=									
3.3	Train the WBC teaching staff on both DRM&FSE topics and b-learning methodologies	2							2=X					
3.4	Develop b-learning materials for MPs and PhD	10					X=	2X=	2X=	2X=	2X=	2X=	2X=	2X=
3.5	Pilot the new MPs and PhD learning material, evaluation and fine tuning	1												X
4.1	Accredit Master programmes	8							2X	2X	2X	2X	2X	2X
4.2	Enrol the Master students	2								X				2X
4.3	Activate the flexible ICT learning platform	3											2X=	2X
4.4	Selected MP lectures held by K-FORCE guest lecturers													
4.5	Evaluate the 1st cohorts' progress and satisfaction of students and staff													
5.1	Accredit the new PhD programme													

Code	Activity	№	P1	P2	P3	P4	P5	P6	P7	P8	P9	P10	P11	P12
5.2	Enrol the PhD students													
5.3	Selected PhD lectures held by K-FORCE guest lecturers													
5.4	Evaluate the 1st cohorts' progress and satisfaction of students and staff													
6.1	Analyse the WBC needs for LLL courses	4					2X=	2X=	2X=					
6.2	Define LLL outcomes according to EQF/NQFs	3								2X=	2X=			
6.3	Create K-FORCE Glossary	4									X=	X=	X=	X=
6.4	Adapt selected learning material for LLL courses	12					2X=	2X=	2X=	2X=	2X=	2X=	2X=	2X=
6.5	Deliver LLL courses in blended way to professionals													
7.1	Develop Quality Assurance mechanisms and procedures	3		2X=	2X=									
7.2	Create polls for different types of activities	1				X	X=							
7.3	Learning material peer review	12					2=	2=	2=	2=	2=	2=	2=	2=
7.4	External review of the Glossary													
8.1	Create dissemination plan	3		X	2X=	2X								
8.2	Develop, maintain and promote K-FORCE Website	7			X=	X	X	X	X	X	X	X	X	X
8.3	Open/maintain e-library public access area		1											X
8.4	Perform media, enrolment and LLL promo campaigns	13	X	X	X	X	2X	2X	2X	2X	X	X	X	2X
8.5	Organise 3 K-FORCE Symposia	3											X	2X
9.1	Organize K-FORCE bodies meetings	5		2X	2X=		X=		X=		X=			X=
9.2	Prepare and adopt the Project management plan, procedures and the Risk Plan	6	2X	2X	2X=	2X=	X=							
9.3	Inter project coaching													
9.4	Manage all project activities and monitor their execution regarding timescale and	6	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=

WORKPLAN for project year 2

Ref.nr/ Sub-ref nr	Title	Total duration (number of weeks)	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
	Activities													
1.1	Analyse DRM&FSE MPs in EU and WBC													
1.2	Analyse WBC needs for DRM&FSE MPs and learning outcomes													
1.3	Develop new DRM&FSE MPs Curricula aligned with EU trends													
1.4	Procure, install and activate the equipment													
2.1	Assess WB needs and EU trends in DRM&FSE PhD													
2.2	Analyse WB teaching staff resources for MPs and PhD													
2.3	Compare PhD models and curricula in EU													
2.4	Develop PhD Curriculum	4	2X=	2X=										
2.5	Compile a list of research PhD themes, according to disaster trends in WB	3			2X=	2X=								
3.1	Study visits to PR HEIs	2					2=X			2=X				
3.2	Analyse and agree on the modalities of using ICT for b-learning													
3.3	Train the WBC teaching staff on both DRM&FSE topics and b-learning methodologies	2					2=X							
3.4	Develop b-learning materials for MPs and PhD	20	2X=	2X=	2X=	2X=	2X=	2X=	2X=	2X=	2X=	2X=	2X=	
3.5	Pilot the new MPs and PhD learning material, evaluation and fine tuning	6	X=	X	X		X	X=	X	X	X			X
4.1	Accredit Master programmes	8							2X	2X	2X	2X	2X	2X
4.2	Enrol the Master students	3								X				2X
4.3	Activate the flexible ICT learning platform													
4.4	Selected MP lectures held by K-FORCE guest lecturers	5			2=X				2=X	2=X				
4.5	Evaluate the 1st cohorts' progress and satisfaction of students and staff													
5.1	Accredit the new PhD programme	8	X	X	X	X	X	X	X	X	X	X	X	X
5.2	Enrol the PhD students													
5.3	Selected PhD lectures held by K-FORCE guest lecturers													
5.4	Evaluate the 1st cohorts' progress and satisfaction of students and staff	3			2X					2X				2X
6.1	Analyse the WBC needs for LLL courses													
6.2	Define LLL outcomes according to EQF/NQFs													
6.3	Create K-FORCE Glossary	8	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=

6.4	Adapt selected learning material for LLL courses	**14**	**2X=**	**2X=**	**2X=**	**2X=**	**2X=**	**2X=**	**2X=**	**2X=**	**2X=**	**2X=**	**2X=**	
6.5	Deliver LLL courses in blended way to professionals	**2**												**2X**
7.1	Develop Quality Assurance mechanisms and procedures													
7.2	Create polls for different types of activities	**2**				**X**	**X=**							
7.3	Learning material peer review	**12**	**2=**	**2=**	**2=**	**2=**	**2=**	**2=**	**2=**	**2=**	**2=**	**2=**	**2=**	**2=**
7.4	External review of the Glossary													
8.1	Create dissemination plan													
8.2	Develop, maintain and promote K-FORCE Website	**6**	**X**	**X**	**X**	**X**	**X**	**X**	**X**	**X**	**X**	**X**	**X**	**X**
8.3	Open/maintain e-library public access area	**6**	**X**	**X**	**X**	**X**	**X**	**X**	**X**	**X**	**X**	**X**	**X**	**X**
8.4	Perform media, enrolment and LLL promo campaigns	**16**	**2X**	**2X**	**X**	**X**	**2X**	**2X**	**2X**	**2X**	**X**	**X**	**X**	**2X**
8.5	Organise 3 K-FORCE Symposia	**3**											**X**	**2X**
9.1	Organize K-FORCE bodies meetings	**2**				**X=**				**X=**				**X=**
9.2	Prepare and adopt the Project management plan, procedures and the Risk Plan													
9.3	Inter project coaching	**2**								**2=X**				
9.4	Manage all project activities and monitor their execution regarding timescale and	**6**	**X=**	**X=**	**X=**	**X=**	**X=**	**X=**	**X=**	**X=**	**X=**	**X=**	**X=**	**X=**

WORKPLAN for project year 3

Ref.nr/ Sub-ref nr	Title	Total duration (number of weeks)	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
	Activities													
1.1	Analyse DRM&FSE MPs in EU and WBC													
1.2	Analyse WBC needs for DRM&FSE MPs and learning outcomes													
1.3	Develop new DRM&FSE MPs Curricula aligned with EU trends													
1.4	Procure, install and activate the equipment													
2.1	Assess WB needs and EU trends in DRM&FSE PhD													
2.2	Analyse WB teaching staff resources for MPs and PhD													
2.3	Compare PhD models and curricula in EU													
2.4	Develop PhD Curriculum													
2.5	Compile a list of research PhD themes, according to disaster trends in WB													
3.1	Study visits to PR HEIs													
3.2	Analyse and agree on the modalities of using ICT for b-learning													
3.3	Train the WBC teaching staff on both DRM&FSE topics and b-learning methodologies													
3.4	Develop b-learning materials for MPs and PhD													
3.5	Pilot the new MPs and PhD learning material, evaluation and fine tuning	6	X=	X	X		X	X=	X	X	X			
4.1	Accredit Master programmes													
4.2	Enrol the Master students	3								X				2X
4.3	Activate the flexible ICT learning platform													
4.4	Selected MP lectures held by K-FORCE guest lecturers	5	2=X		2=X				2=X					
4.5	Evaluate the 1st cohorts' progress and satisfaction of students and staff	3				2X				2X				2X
5.1	Accredit the new PhD programme													
5.2	Enrol the PhD students	1	2X											
5.3	Selected PhD lectures held by K-FORCE guest lecturers	4		2=X						2=X				
5.4	Evaluate the 1st cohorts' progress and satisfaction of students and staff	3				2X				2X				2X
6.1	Analyse the WBC needs for LLL courses													
6.2	Define LLL outcomes according to EQF/NQFs													
6.3	Create K-FORCE Glossary	5	X=	X=	X=	X=	X=	X=	X=					

6.4	Adapt selected learning material for LLL courses													
6.5	Deliver LLL courses in blended way to professionals	15	2X	2X	2X	2X	2X	2X	2X	2X	2X	2X	2X	2X
7.1	Develop Quality Assurance mechanisms and procedures													
7.2	Create polls for different types of activities	1					X	X=						
7.3	Learning material peer review	11	2=	2=	2=	2=	2=	2=	2=					
7.4	External review of the Glossary	4		=	=	=	=	=	=					
8.1	Create dissemination plan													
8.2	Develop, maintain and promote K-FORCE Website	6	X	X	X	X	X	X	X	X	X	X	X	X
8.3	Open/maintain e-library public access area	6	X	X	X	X	X	X	X	X	X	X	X	X
8.4	Perform media, enrolment and LLL promo campaigns	14	2X	2X	X	X	2X	2X	2X	2X	X	X	X	2X
8.5	Organise 3 K-FORCE Symposia	3											X	2X
9.1	Organize K-FORCE bodies meetings	2	X=						X=					X=
9.2	Prepare and adopt the Project management plan, procedures and the Risk Plan													
9.3	Inter project coaching	2							2=X					
9.4	Manage all project activities and monitor their execution regarding timescale and	6	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=