

Implementation Plan

WP2 / Task 2.6. / v1

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DEVELOPMENT OF A MASTER PROGRAMME IN THE MANAGEMENT OF INDUSTRIAL
ENTREPRENEURSHIP FOR TRANSITION COUNTRIES

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Partners :



Univerza v Ljubljani



BIZDIN FORMA





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Summary of Work Packages and methodology

MIETC is dedicated to build a capacity of Central Asian HEIs (Kazakhstan, Turkmenistan, Tajikistan) and the managers of Technoparks in Industrial Entrepreneurships by providing high quality and country-tailored curriculum and study materials as well as intensive trainings using lean approach for teachers and Technopark's managers.

The project's workload is organized in five Work Packages (WP):

WP1: Management. It foresees the organization of annual management meetings, the first of which will be the Kick-off meeting, during which the consortium will define the composition of distributed management bodies, namely the Management Board (one representative per HEI), the Dissemination board (DB), the Academic Board (AB), the Entrepreneurship Centre Manager (ECM, representative from Technoparks) and Task Core Groups (TCGs). The Management Board, chaired by the Project Coordinator, has full executive responsibility for the project and it is composed of one representative for each partner of the consortium. Each Work Package has a leading partner who will be in charge of WP management and will be reporting to MB of WP activities. The close cooperation with partner university internal stakeholders will guarantee the relevance of the work. The management structure will efficiently address the specific objectives via a clear distribution of tasks and authorities and achieve an effective administrative management. All partners will be engaged in the management activities.

WP2: Preparation. The development of the curriculum will be based on detailed market needs analysis through the use of Delphi analysis. The aim is to ensure that the development of the program is aligned with student needs and market demand. To achieve this, Ayeconomics will perform a data-driven approach defining skills with greatest demand for target group (industrial companies, market of industrial products) and trends for the developed programme. The results of the analysis will provide useful insights about the knowledge and skills lacking in the local markets. It will lead better adaptation of curriculum to the needs of employers and the market in general. Program market research will provide insight into how a program should be designed based on current and future demand, in addition to how it should be positioned from a creative standpoint within the larger education market. This type of analysis will ensure the success of the program once it is launched. The market analysis will also shine light onto how the program should be delivered, considering growing digitalization trends and how information is consumed by students. The analysis will include primary research (focus groups, surveys and etc), competitive analysis and secondary research (statistics, articles, newspaper and etc). The competence analysis will help to adapt training and learning material to the competence level of teachers. Course evaluation will be web-based: after each semester has been completed (i.e. teaching has concluded and exam grades have been announced), students receive an invitation by email to evaluate online all courses they took part in.

WP3: Development. The objective of this Work Package is to engage the participating HEIs, Research Institutes, Technoparks, Entrepreneurs and Policy makers into the co-design of the project's curriculum and study materials ensuring its relevance to the market. During this



process, all participants will be engaged in order to ensure a multi-disciplinary view on each subject including the interests and aspirations of all the project's target-audiences: students, start-up entrepreneurs, industrial companies, investors, policy makers and professionals. The curriculum, syllabuses and course materials under the qualification framework and state educational standards will be developed. Trainings will be carried out using lean approach, placing strong emphasis on personalised learning contexts and on learning-by-doing methods, thus, accomplishing greater student and Technoparks' managers involvement. The project will go beyond traditional formal training, consisted of a 'transmissive' methodology, and it will promote action learning with real-world cases and assistance by mentors and coaches. Focusing on hands-on real-world cases and actionable learning practices (e.g. role-playing, gamification, etc.).

WP4: Quality Assurance. The Quality assurance procedure will ensure that all the project's activities, outputs and deliverables comply with the overall objectives of the project and the specific objectives of each Work Package (WP). All project activities will be subject to a Quality Assurance procedure in order to ensure conformity with the objectives and results as they are foreseen in the project contract. Partners will support the work of the WP with regular information provision and taking corrective actions, if needed

WP5: Dissemination. The work package on dissemination and exploitation aims at establishing the Project's brand, to raise awareness among industrial companies, students, policy makers and other HEIs. To this end, the WP is key to the project's success. WP will ensure optimised project results, large-scale impact and sustainability during and after project lifecycle and will go beyond partner organisations and countries to a wider range of public all over Europe CA countries.

Roles and Responsibilities

The Partnership is **jointly responsible** for the implementation of the project. Each Partner has general and specific responsibilities, which are detailed below:

The Coordinator is responsible for:

- Overseeing the implementation of activities.
- Managing the funds and ensuring the respect of CBHE rules.
- Serving as the central communication point with partners and stakeholders.
- Communication with the EACEA (project officer).
- Submission of interim and final reports and requests for payment to EACEA.

The Partners are responsible for:

- Implementing the activities under their responsibility.
- Supporting the coordinator (e.g. providing information and supporting documents for reporting on time!).
- Working in full transparency with the coordinator (inform of any changes / delays).
- Contributing to the dissemination of the project results in your organisation, community and/or region.

Central Asian partners have additional responsibilities:

- Enhancing relevance / added value of the project results.
- Raising awareness & disseminating results.
- Involving target groups and local stakeholders.
- Ensuring implementation and sustainability of the project results.

Work Plan

The project Work Plan is available on the online project repository (in spreadsheet format). It will be updated regularly and it includes a list of specific tasks, a calendarization (Gantt chart), expected outcomes and allocated roles/responsibilities.

List of tasks per Partner

A list of the main tasks to be carried out by each partner is presented below:

P1. University of Santiago de Compostela (USC)

- Attend project management meetings
- Organize the 1st Management meeting (Kick-off meeting)
- Overall financial management and administration
- Edit and forwarding reports to the EACEA
- Compile consolidated progress reports
- Ensure adequate communication with the Partnership
- Analyse of international master programs
- Set up accounting and monitoring mechanisms
- Develop the project Implementation Plan
- Active participation in the MB, AB, DB, ECM, TCGs
- Develop the curriculum for the Master Program
- Content development
- Provide training on Master subjects
- Provide training on the Establishment of Entrepreneurs Centres
- Coordination of the Master roll-out and implementation
- Master's content update
- Implement the Sustainability Strategy
- Develop the Quality Assurance Plan
- Feed periodical quality reviews
- Promote the Master Programme
- Provide information for the website and social media
- Publish two articles in national press

P2. Ayeconomics Research Centre S.L. (AYeconomics)

- Attend project management meetings
- Prepare budget expenditure reports
- Prepare individual progress reports
- Ensure adequate communication with the Partnership

- Develop guidelines for target group survey
- Analysis of needs and competences
- Active participation in the MB, AB, DB, ECM, TCGs
- Develop the curriculum for the Master Program
- Content development
- Provide training on Master subjects
- Master's content update
- Implement the Sustainability Strategy
- Feed periodical quality reviews
- Promote the Master Programme
- Provide information for the website and social media
- Publish two articles in national press

P3. University of Ljubljana (UL)

- Attend project management meetings
- Organize the 3rd Management meeting
- Prepare budget expenditure reports
- Prepare individual progress reports
- Ensure adequate communication with the Partnership
- Analysis of international master programs
- Active participation in the MB, AB, DB, ECM, TCGs
- Develop the curriculum for the Master Program
- Content development
- Provide training on Master subjects
- Master's content update
- Implement the Sustainability Strategy
- Feed periodical quality reviews
- Promote the Master Programme
- Provide information for the website and social media
- Publish two articles in national press

P4. University of Naples Federico II

- Attend project management meetings
- Organize the 2nd Management meeting
- Prepare budget expenditure reports
- Prepare individual progress reports
- Ensure adequate communication with the Partnership
- Analysis of international master programs
- Active participation in the MB, AB, DB, ECM, TCGs
- Develop the curriculum for the Master Program
- Content development
- Provide training on Master subjects
- Master's content update
- Implement the Sustainability Strategy
- Feed periodical quality reviews
- Create and maintain project website



- Set up and update social networks
- Promote the Master Programme
- Provide information for the website and social media
- Publish two articles in national press

P5. East-Kazakhstan State Technical University (EKTSU)

- Attend project management meetings
- Prepare budget expenditure reports
- Prepare individual progress reports
- Ensure adequate communication with the Partnership
- Implement Workshops/Survey with stakeholders
- Active participation in the MB, AB, DB, ECM, TCGs
- Participate in the needs and competences analysis surveys
- Develop the curriculum for the Master Program
- Content development
- Participate in English training program
- Develop English language training program
- Participate on Master subject trainings
- Certification and accreditation of the Master program
- Participate in the training for the Establishment of Entrepreneurs Centres
- Develop the Handbook on the Establishment of Entrepreneurs Centres
- Establishment of Entrepreneurs Centres
- Develop training programs and seminars for entrepreneurs
- Student enrolment
- Master roll-out and implementation
- Feedback analysis on the pilot Master program
- Prepare follow-up report
- Master's content update
- Implement the Sustainability Strategy
- Set quality frameworks for each work package
- Feed periodical quality reviews
- Develop professional network
- Promote the Master Programme
- Provide information for the website and social media
- Publish two articles in national press
- Organize info and open days

P6. Academy of Sciences of Turkmenistan (AST)

- Attend project management meetings
- Prepare budget expenditure reports
- Prepare individual progress reports
- Ensure adequate communication with the Partnership
- Implement Workshops/Survey with stakeholders
- Active participation in the MB, AB, DB, ECM, TCGs
- Participate in the needs and competences analysis surveys
- Support the development of the curriculum for the Master Program

- Host workshops for the presentation of the curriculum to Stakeholders
- Provide recommendations and feedback for the content development
- Participate in English training program
- Support the certification and accreditation of the Master program
- Support the development of the Establishment of Entrepreneurs Centres
- Development of marketing instruments for the student enrolment
- Master roll-out and implementation
- Feedback analysis on the pilot Master program
- Provide support and participate in the Master's content update
- Implement the Sustainability Strategy
- Feed periodical quality reviews
- Develop Dissemination Strategy
- Develop professional network
- Promote the Master Programme
- Provide information for the website and social media
- Publish two articles in national press
- Organize info and open days

P7. Turkmen State Institute of Economics and Management (TSIEM)

- Attend project management meetings
- Prepare budget expenditure reports
- Prepare individual progress reports
- Ensure adequate communication with the Partnership
- Implement Workshops/Survey with stakeholders
- Active participation in the MB, AB, DB, ECM, TCGs
- Participate in the needs and competences analysis surveys
- Develop the curriculum for the Master Program
- Content development
- Participate in English training program
- Participate on Master subject trainings
- Certification and accreditation of the Master program
- Participate in the training for the Establishment of Entrepreneurs Centres
- Develop the Handbook on the Establishment of Entrepreneurs Centres
- Establishment of Entrepreneurs Centres
- Develop training programs and seminars for entrepreneurs
- Student enrolment
- Master roll-out and implementation
- Feedback analysis on the pilot Master program
- Prepare follow-up report
- Master's content update
- Implement the Sustainability Strategy
- Feed periodical quality reviews
- Develop professional network
- Promote the Master Programme
- Provide information for the website and social media
- Publish two articles in national press



- Organize info and open days

P8. Turkmen State Institute of Finance (TSIF)

- Attend project management meetings
- Prepare budget expenditure reports
- Prepare individual progress reports
- Ensure adequate communication with the Partnership
- Implement Workshops/Survey with stakeholders
- Active participation in the MB, AB, DB, ECM, TCGs
- Participate in the needs and competences analysis surveys
- Develop the curriculum for the Master Program
- Content development
- Participate in English training program
- Participate on Master subject trainings
- Certification and accreditation of the Master program
- Participate in the training for the Establishment of Entrepreneurs Centres
- Develop the Handbook on the Establishment of Entrepreneurs Centres
- Establishment of Entrepreneurs Centres
- Develop training programs and seminars for entrepreneurs
- Student enrolment
- Master roll-out and implementation
- Feedback analysis on the pilot Master program
- Prepare follow-up report
- Master's content update
- Implement the Sustainability Strategy
- Feed periodical quality reviews
- Develop professional network
- Promote the Master Programme
- Provide information for the website and social media
- Publish two articles in national press
- Organize info and open days

P9. Karaganda Economic University Kazpotrebsoyuz (KEUK)

- Attend project management meetings
- Prepare budget expenditure reports
- Prepare individual progress reports
- Ensure adequate communication with the Partnership
- Implement Workshops/Survey with stakeholders
- Active participation in the MB, AB, DB, ECM, TCGs
- Participate in the needs and competences analysis surveys
- Develop the curriculum for the Master Program
- Host workshops for the presentation of the curriculum to Stakeholders
- Content development
- Developing of English language training program
- Participate on Master subject trainings
- Certification and accreditation of the Master program

- Provide training on the Establishment of Entrepreneurs Centres
- Participate in the training for the Establishment of Entrepreneurs Centres
- Elaborate Strategy for the establishment of Entrepreneurship Centres
- Coordination and monitoring of the Entrepreneurship Centres
- Develop the Handbook on the Establishment of Entrepreneurs Centres
- Establishment of Entrepreneurs Centres
- Develop training programs and seminars for entrepreneurs
- Student enrolment
- Master roll-out and implementation
- Feedback analysis on the pilot Master program
- Prepare follow-up report
- Master's content update
- Implement the Sustainability Strategy
- Feed periodical quality reviews
- Develop professional network
- Promote the Master Programme
- Provide information for the website and social media
- Publish two articles in national press
- Organize info and open days

P10. Technological University of Tajikistan (TUT)

- Attend project management meetings
- Prepare budget expenditure reports
- Prepare individual progress reports
- Ensure adequate communication with the Partnership
- Implement Workshops/Survey with stakeholders
- Active participation in the MB, AB, DB, ECM, TCGs
- Participate in the needs and competences analysis surveys
- Develop the curriculum for the Master Program
- Content development
- Participate in English training program
- Participate on Master subject trainings
- Certification and accreditation of the Master program
- Participate in the training for the Establishment of Entrepreneurs Centres
- Develop the Handbook on the Establishment of Entrepreneurs Centres
- Establishment of Entrepreneurs Centres
- Develop training programs and seminars for entrepreneurs
- Student enrolment
- Master roll-out and implementation
- Feedback analysis on the pilot Master program
- Prepare follow-up report
- Master's content update
- Implement the Sustainability Strategy
- Feed periodical quality reviews
- Develop professional network
- Promote the Master Programme

- Provide information for the website and social media
- Publish two articles in national press
- Organize info and open days

P11. Tajik State University of Commerce (TSUC)

- Attend project management meetings
- Prepare budget expenditure reports
- Prepare individual progress reports
- Ensure adequate communication with the Partnership
- Implement Workshops/Survey with stakeholders
- Active participation in the MB, AB, DB, ECM, TCGs
- Participate in the needs and competences analysis surveys
- Develop the curriculum for the Master Program
- Host workshops for the presentation of the curriculum to Stakeholders
- Content development
- Participate in English training program
- Participate on Master subject trainings
- Certification and accreditation of the Master program
- Participate in the training for the Establishment of Entrepreneurs Centres
- Develop the Handbook on the Establishment of Entrepreneurs Centres
- Establishment of Entrepreneurs Centres
- Develop training programs and seminars for entrepreneurs
- Student enrolment
- Master roll-out and implementation
- Feedback analysis on the pilot Master program
- Prepare follow-up report
- Master's content update
- Sustainability Strategy: Develop the methodology and recommendations report
- Develop Implementation Plan for the Sustainability Strategy
- Develop the Sustainability Report and recommendations
- Implement the Sustainability Strategy
- Compilation of periodical quality reviews
- Prepare periodical quality reports
- Feed periodical quality reviews
- Develop professional network
- Promote the Master Programme
- Provide information for the website and social media
- Publish two articles in national press
- Organize info and open days

P12. Center of Technology of AST (CTAST)

- Attend project management meetings
- Prepare budget expenditure reports
- Prepare individual progress reports
- Ensure adequate communication with the Partnership
- Active participation in the MB, AB, DB, ECM, TCGs

- Participate in the needs and competences analysis surveys
- Participate in the training for the Establishment of Entrepreneurs Centres
- Develop the Handbook on the Establishment of Entrepreneurs Centres
- Develop training programs and seminars for entrepreneurs
- Implement the Sustainability Strategy
- Feed periodical quality reviews
- Develop professional network
- Promote the Master Programme
- Provide information for the website and social media
- Publish two articles in national press
- Organize info and open days

P13. Technopark "Fanovar" (FANOVAR)

- Attend project management meetings
- Prepare budget expenditure reports
- Prepare individual progress reports
- Ensure adequate communication with the Partnership
- Active participation in the MB, AB, DB, ECM, TCGs
- Participate in the needs and competences analysis surveys
- Participate in the training for the Establishment of Entrepreneurs Centres
- Develop the Handbook on the Establishment of Entrepreneurs Centres
- Develop training programs and seminars for entrepreneurs
- Implement the Sustainability Strategy
- Feed periodical quality reviews
- Develop professional network
- Promote the Master Programme
- Provide information for the website and social media
- Publish two articles in national press
- Organize info and open days

P14. Educational Centre Business-Pro (ECBP)

- Attend project management meetings
- Prepare budget expenditure reports
- Prepare individual progress reports
- Ensure adequate communication with the Partnership
- Active participation in the MB, AB, DB, ECM, TCGs
- Participate in the needs and competences analysis surveys
- Participate in the training for the Establishment of Entrepreneurs Centres
- Develop the Handbook on the Establishment of Entrepreneurs Centres
- Develop training programs and seminars for entrepreneurs
- Implement the Sustainability Strategy
- Feed periodical quality reviews
- Develop professional network
- Promote the Master Programme
- Provide information for the website and social media
- Publish two articles in national press



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- Organize info and open days