

# KEY COMPETENCIES FOR FOSTERING BETTER INTERNATIONAL UNDERSTANDING AND EMPLOYABILITY

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**Erasmus+**  
Schulbildung

## Questionnaire to assess the level of project outcome [version 20170703]

country	type of Institution	name of institution (Abbreviation)	function	sex f/m	age year of birth	last name	first name	personnel data protect code	day and date of today

## Meeting Evaluation Survey – TEACHERS

Meeting Evaluation Survey focuses on the organisation and contents of the meeting. It consists of six Sections: General Aspects, Logistic and Organisation, Contents, Quality of European partnership, Management and coordination, General impression.

Meeting Date: \_\_\_\_\_, COUNTRY: \_\_\_\_\_

Venue ([Veranstaltungsort](#)): \_\_\_\_\_

ORGANISATION: \_\_\_\_\_

### GENERAL ASPECT

(disagre) (agree)

1 2 3 4 5

- The objectives of the meeting were clear  1  2  3  4  5
- The issues on the agenda were consistent with the meeting objectives  1  2  3  4  5
- The meeting was useful for helping our organisation to carry out the expected project activities  1  2  3  4  5
- The materials produced before and during the meeting are clear and useful to develop the expected project activities  1  2  3  4  5
- All the partners contributed to the success of the meeting appropriately  1  2  3  4  5
- The opinions of the partners were taken into consideration in an equal and unbiased manner  1  2  3  4  5
- The meeting established good working relationships among the partners  1  2  3  4  5
- The meeting met my expectations  1  2  3  4  5

### LOGISTIC AND ORGANISATION

(disagre) (agree)

1 2 3 4 5

- The information about travel accommodation, etc. received before the meeting from host partner, responding in time  1  2  3  4  5
- Duration and timing of the meeting  1  2  3  4  5
- The infrastructure provided was satisfactory (IT arrangement, PC, Internet connection, etc.)  1  2  3  4  5

**CONTENTS****(not at all)**                      **(fully)****1**   **2**   **3**   **4**   **5**

- The subjects discussed were relevant
- The activities were relevant
- Balance between different types of activities (work session, social and cultural events, free time, etc.), realistic timescales
- Facilitation of understanding of the objectives and work plan for the next period
- The meeting fulfilled the established objectives
- The meeting fulfilled my personal expectations
- After the meeting: To which extent are work plan and deadlines clear to me?
- After the meeting: To which extent is each partner's role and responsibility within the next project activities clear to me?
- After the meeting: To which extent are the decisions taken clear to me?

**QUALITY OF EUROPEAN PARTNERSHIP****(bad)**                                      **(good)****1**   **2**   **3**   **4**   **5**

- Effective communication amongst partners
- Development of teamwork, of positive attitudes
- The commitment to the project by each partner (fulfilling the responsibilities set out for this project meeting, quality of the presentations and products, sharing responsibility for the meeting)
- Intercultural interaction/challenges

**MANAGEMENT AND COORDINATION****(disagre)**                                      **(agree)****1**   **2**   **3**   **4**   **5**

- The information (on tasks, materials for the meeting, etc.) received before the meeting from the coordinator/ host institution/ local promoter
- The coordinator facilitated understanding of the objectives and work plan for the next period
- The coordinator facilitated communication and collaboration between partners. Everyone was encouraged to contribute to discussions

**Please choose at least 2 strengths (positive aspects) for this project meeting**

- Excellent preparation for the meeting
  - Good organization
  - Good explanation of tasks
  - Communication between partners
  - Perfect combination of work and enjoyment
  - I got to know interesting different points of view, meeting people from other countries
  - Intensive and productive workshops
  - Hospitality of hosts
  - The people were so kind and always smiling
  - A lot of teachers from host school participated in the project activity
  - Other Option: (free text/freie Äußerung)
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**What will you take home with you?**

- Good memories of host town/country
  - New ideas and inspiration for further work
  - Useful discussion/information/exchange of experience, ideas, methods
  - New contacts/friends
  - New partners/ideas for other projects and activities
  - New knowledge/information about different European people and civilizations
  - Good atmosphere
  - Motivation for improving body language
  - Other Option: (free text/freie Äußerung) \_\_\_\_\_
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Any other comments, suggestions for next meeting, for the future:  
(free text/freie Äußerung)