DIGIWELD
DIGITAL EDUCATION AND TRAINING IN WELDING

Innovative digital tool for training in the field of welding

Project Number: 2018-1-RO01-KA202-049218

QUALITY REPORT

First Year

Responsible partner: EWF
Contributors: ASR, ATS, CNT, CESOL, IIS

Document status		
Version	**Date**	**Description**
1	26/09/2019	*Draft for comments and approval*
2	08/10/2019	Final version

TABLE OF CONTENTS

1. Executive Summary

The present document is based on DIGIWELD's Quality Management Plan, which aims to guide the project's consortium throughout the project's lifetime and control project's activities from quality assurance point of view by defining clear procedures for monitoring qualitative and quantitative indicators, using a quality evaluation method structured on Deming Cycle for continuous improvement and learning and specific tools, such as Quality Assessment Questionnaires.

The Quality Report will focus on the activities carried out and on the results obtained in the first twelve months of the project, more specifically:

→ Project Meetings |Partners' Assessment Results
  - Kick-off Meeting (Romania),
  - 2nd Transnational Partners Meeting (Portugal),
  - 3rd Transnational Partners Meeting (Spain);
→ IO1 *New Curricula of Guideline IAB-O89r5-14* | Quantitative and qualitative indicators
  - External and Internal Surveys,
  - *Needs analysis report for the European Welders Curricula;*
→ Quality Management Plan and Tools | Quantitative and qualitative indicators;
→ Dissemination Plan and Tools | Quantitative and qualitative indicators;
→ Learning Activity C2 *Improving Digital Competences* | Participants' Assessment;
→ Recommendations for the next DIGIWELD project period.

EWF is the partner responsible for this Report, with collaboration from DIGIWELD project's partners: Asociatia de Sudura din Romania (ASR – Romania), Asociacion Española de Soldadura Y Tecnologias de Unión (CESOL- Spain), Istituto Italiano della Saldatura Progress s.r.l (IIS – Italy), Augmented Training Services, S.L. (ATS – Spain), Colegiul Tehnic "Domnul Tudor" (CNT-Romania).

Co-funded by the
Erasmus+ Programme
of the European Union

2. Introduction

The methodology used for assessing DIGIWELD project's activities is crucial for its the success as it allows partners to perform their tasks according not only with a quality plan, but also according to a workplan based on the GANTT Chart prepared to schedule the different project's Outputs during its lifetime. Currently, DIGIWELD is concluding its first year. Therefore, the present Quality Report mirrors the Outputs/Activities concluded by M12 (September 2019):

Table 1 DIGIWELD's GANTT Chart
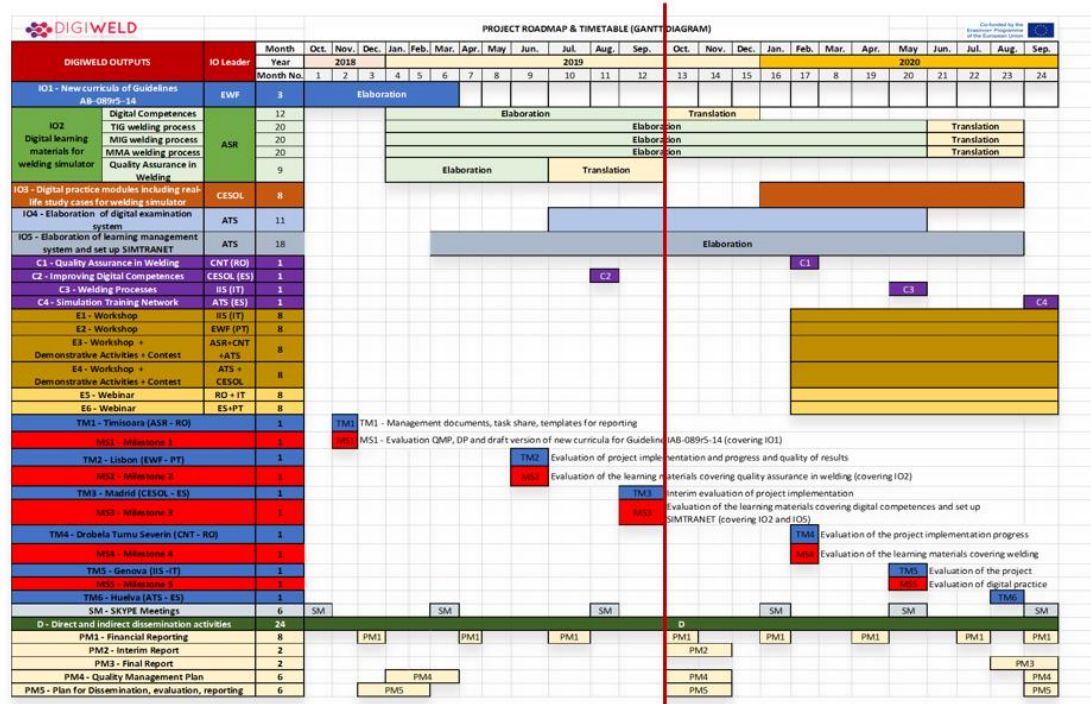
To assess whether the project has achieved the intended results for the period this Report focuses on, a comparative analysis of DIGIWELD indicators was done. Those indicators are:

a. **Qualitative indicators** – Assess the performance of the project's outputs and results (e.g. management documents, surveys among direct and indirect participants),

b. **Quantitative indicators** – Number of outputs/results obtained against the outputs/results from the Application form (e.g. number of deliverables, multiplier events, participants, etc.).

A direct and continuous observation of the activities' implementation was also carried out, having as subject the analysis of the performed activities against the proposed activities. This observation allowed to conclude that the proposed activities were implemented in a logic way, always targeting the results' optimization.

A set of Questionnaires was used in order to collect the consortium's assessments on the quality of Transnational Project Meetings (Satisfaction Survey) and the quality of the results/outcomes achieved (Quality Assessment Questionnaire), covering the ones schedule to be completed by the end of M12.

Participants of the short-term staff training event carried out were also asked to provide their assessment to the learning activity, using an Assessment Questionnaire.

Co-funded by the
Erasmus+ Programme
of the European Union

3. Evaluation Process

As previously mentioned, DIGIWELD evaluation methodology is structured on Deming Cycle (or PDCA), a continuous quality improvement model consisting of a logical sequence of four repetitive steps for continuous improvement and learning:

Plan - Each activity and project output are planned to be delivered in a certain deadline and in accordance to specific indicators;

Do – Concrete implementation of the tasks;

Check – Actions will be assessed against the previous planning;

Act – Preventive and corrective measures will be implemented (if necessary).

In order to evaluate to which extent DIGIWELD reached its results and objectives for its first year, the evaluation methodology focus on a comparative analysis of the projects' indicators, (Qualitative and Quantitative):

Table 2 DIGIWELD's Qualitative & Quantitative Indicators |M1-M12

Qualitative Indicators	Quantitative Indicators
Quality Management Plan	**IO1 "New Curricula of European Welder Guideline (IAB-089r5-14)"** **1** Curricula updated for Guideline IAB-089r5-14
	IO2 "Digital learning materials for welding simulator/computer" **1** Digital course "TIG welding" for SIMTRANET/stand-alone simulator/computer, **1** Digital course "MIG welding" for SIMTRANET/stand-alone simulator/computer, **1** Digital course "MMA welding" for SIMTRANET/stand-alone simulator/computer 1 Digital course "Quality Assurance in welding" for SIMTRANET/stand-alone simulator/computer
Dissemination Plan	**C2 "Welding Processes"** Participants: 12
	1 Website of the project In EN/ES/IT/P/RO
Survey related the acceptance of the simulator as digital tool for teaching/learning/practicing activities (Internal and External Survey)	**1 Facebook page dedicated to DIGIWELD project**
	1 Twitter account dedicated to DIGIWELD project
	500 Flyers In EN/ES/IT/P/RO
	1 Project logo

In the table below we can find the outputs/results planned to be developed during DIGIWELD's first year and their respective status:

DIGIWELD
DIGITAL EDUCATION AND TRAINING IN WELDING

Table 3 DIGIWELD's Outputs and Results |Status

	Outputs/Results (Application)	GANTT	Covered by	Status	Responsible	Partners	Actions
1.	Quality Management Plan	01.10.2018 31.03.2019	MPI	Concluded	EWF	ASR	Finalized after the planned deadline
2.	Dissemination Plan	01.10.2018 31.03.2019	MPI	Concluded	IIS	ASR	Finalized after the planned deadline
3.	1 Internal and 1 External Surveys	01.10.2018 31.03.2019	IO1	Concluded	EWF	All	
4.	Report on External and Internal Surveys (Needs Analysis Report)	01.10.2018 31.03.2019	IO1	Concluded	EWF	All	
5.	Curricula updated for Guidelines AB–089r5– 14	01.10.2018 31.03.2019	IO1	Concluded	EWF	All	Finalized after the planned deadline
6.	Digital course "TIG welding" for SIMTRANET/stand-alone simulator/computer	01.01.2019 31.08.2020	IO2	In Progress	ASR	CESOL	20%
7.	Digital course "MIG welding" for SIMTRANET/stand-alone simulator/computer	01.01.2019 31.08.2020	IO2	In Progress	ASR	IIS	20%
8.	Digital course "MMA welding" for SIMTRANET/stand-alone simulator/computer	01.01.2019 31.08.2020	IO2	In Progress	ASR	CESOL	20%
9.	Digital course "Digital Competences" for SIMTRANET/stand-alone simulator/computer	01.01.2019 30.09.2019	IO2	In Progress	ASR	ASR	Reschedule (15.12.19) 20%
10.	Digital course "Quality Assurance in welding" for SIMTRANET/stand-alone simulator/computer	01.01.2019 30.06.2019	IO2	In Progress	ASR	EWF	Reschedule (15.12.19) 20%
11.	Participants at short-term course *Improvement of Digital Competences*	03.09.2019 07.09.2019	C2	Concluded	CESOL	All	

Co-funded by the
Erasmus+ Programme
of the European Union

	Outputs/Results (Application)	GANTT	Covered by	Status	Responsible	Partners	Actions
12.	Website of the project In EN/ES/IT/P/RO	M24	PMI	In Progress	IIS	all	To be updated during the Project **50%**
13.	Facebook page dedicated to DIGIWELD project	M24	PMI	In Progress	IIS	all	To be updated during the Project **50%**
14.	Twitter account dedicated to DIGIWELD project	M24	PMI	In Progress	IIS	all	To be updated during the Project **50%**
15.	Flyers In EN/ES/IT/P/RO	M24	PMI	In Progress	IIS	all	To be updated during the Project **50%**
16.	Project logo	M24	PMI	Concluded	EWF	all	

During the concrete implementation of the tasks related to each result/outcome (Do), the actions were checked in order to assess whether there were any delays and the need for corrective measures. Three results were concluded after the predicted deadline: Quality Management Plan, Dissemination Plan and IO1 *Curricula updated for Guidelines AB–089r5–14*.

It required action, or corrective measures, from DIGIWELD's coordinator (Asociația de Sudură din România - ASR) that included rescheduling the deadline for the delivery of the results, with the agreement of the partnership.

Some of the planned digital training contents for IO2 *Digital Learning Material for Welding Simulator* had to be reschedule as well, specifically modules "Digital Competences" and "Quality assurance in Welding". Nevertheless, this action has no major impact on DIGIWELD project's objectives for its first year (M1 - M12).

Co-funded by the
Erasmus+ Programme
of the European Union

4. Project Monitoring

Project monitoring is an important step of the evaluation criteria in a way that it supports the risk management, crucial for the successful development of DIGIWELD and for the performance evaluation along its lifetime.

It includes communication within the consortium and with the ERASMUS+ National Agency, transnational partners meetings, procedures for the decision-making process and template requirements for official DIGIWELD documents.

4.1 Communication within the consortium and with the ERASMUS+ Nacional Agency

To promote an inclusive environment among the partnership and a successful project management, communication flow inside the consortium is of much importance. Good communication facilitates meetings, decisions and interactions between partners. It includes sharing information within the same intellectual output development and giving/receiving feedback by all partners involved on the development of materials so it can be possible to identify potential flaws and to improve those materials so that, in the end, the best results can be achieved.

Reporting to the project's coordinator, Asociația de Sudură din România (ASR), is another essential mean of communication inside the consortium. DIGIWELD partners use several channels of communication that helps the coordinator control the timing and stepping of the project's implementation:

- − Face-to-face partners' meetings,
- − E-mail for daily informational communication,
- − A WhatsApp group for daily informational communication,
- − Skype meetings when decisions should be taken or consensus to be reached.

Communication within the consortium is considered <u>very good</u> from the beginning of project's implementation, even though there are occasional delays of coordinator replies, they are considered as unusual and did not hamper the development of tasks and activities.

As for the communication with ERASMUS+ Nacional Agency, it is carried out by ASR whenever an information or a clarification is needed, creating a bridge between DIGIWELD and the National Agency, always with the knowledge of the partnership.

As for the communication with ERASMUS+ Nacional Agency, it is carried out by ASR whenever an information or a clarification is needed, creating a bridge between DIGIWELD and the National Agency, always with the knowledge of the partnership.

4.2 Transnational Project Meetings

Transnational Partners' Meetings (TPMs) play a key role in project management as they provide the opportunity to work in team, strengthening the partnership, to exchange information, to solve problems and to monitor the project's development.

For the first year of DIGIWELD project, three Transnational Project Meetings were schedule:

Table 4 Meetings' Agenda

TRANSNATIONAL MEETING	HOST	SCHEDULE
TM1 Kick-Of-Meeting	ASR – RO	M2 – 11/2018
TM2 First evaluation of the project implementation and quality check of the activities including the learning materials covering quality assurance in welding	EWF – PT	M9 – 06/2019
TM3 Interim evaluation of project implementation related to learning materials covering digital competences as well as major point of learning management system (LMS) and setting up SIMTRANET	CESOL – ES	M12 – 09/2019

Each partner in charge of organising a TPM needs to follow the recommendations made in the Quality Management Guide in terms of preparation, conduction and closure of the meeting, including the Agenda (the Agenda of each TPM is available in Annex 1) and responsibilities of both partner and coordinator, who needs to send a meeting minute for all partners within ten working day after the meeting for feedback and approval from partners within 10 working days after receiving it.

These minutes need to include minimal information on:

- Date and time,
- Location,
- Topics discussed,
- Decisions taken,
- Tasks to be carried out by all partners and deadlines.

4.2.1 Kick-off Meeting (KoM) | 14th & 15th November 2018, Timișoara (Romania)

This meeting was organised by ASR as coordinator of the project and gathered all project partners for the first time, who agreed on the dates for the upcoming TPMs.

The Agenda was sent by ASR to all partners one month prior to the date for comments, comprising information about:

- Date and time,
- Location,
- Objectives of the meeting,
- Topics for discussion,
- Participants and their role during the meeting.

For the first part of the meeting, all partners had the opportunity to present themselves and their organizations and make an overview of the project in terms of proposed objectives, target groups, members of teams, approved budget, timetable and workplan. The consortium made an overview of actions to be taken during the project in terms of Intellectual Outputs, Dissemination, Quality Plan and activities and concluded that all partners have equal volume of participation in the development of the project.

The second part of the meeting focused on financial aspects and final conclusions.

By the end of the meeting, partners were asked to assess its quality by filling a Satisfaction Survey (which is used online, using Google Forms, by the end of each TPM to facilitate partners' participation and the analysis of results, which are taken in consideration for the organization and development of the next TPM. Note that this survey is sent to all partners after each TPM (see template in Annex 2).

The Satisfaction Survey focused on the meetings' preparations, the meetings development and the work to be carried out after the meetings:

Table 5 Structure of the Satisfaction Survey

1. Concerning the meeting preparation:
Sufficient notice of the meeting (e.g. meeting agenda)
Amount and nature of the information received before the meeting
Self-preparation for the meeting (e.g. own presentations)
Preparation of other participants for the meeting
Logistic information of the meeting venue
2. Concerning the meeting:
Agenda and timetable followed and covered
Quality and clearness of presentations given at the meeting
Practical arrangements of the meeting (e.g. venue, logistic)
Personal enrolment in meeting work and discussions
Coordinator attitude and way of handling the meeting
Others enrolment in meeting work and discussions
General group dynamic during the meeting
Own chance to intervene and actively participate in the meeting
Decisions process taken in the meeting
3. Concerning the work carrying out after the meeting:
Clear agreement on next steps and deadlines
Accessibility of all meeting presentations and documents
Clear meeting minutes and to do list

Partners were asked to rate their satisfaction regarding these three subjects, ranging from 1 (Very Unsatisfied) to 4 (Completely Satisfied). Twelve partners attended the meeting, but only eleven filled in the online Satisfaction Survey. This are the results from that survey:

Co-funded by the
Erasmus+ Programme
of the European Union

Graphics 1, 2 & 3 Results from the Satisfaction Survey | KoM (Romania)

Concerning the meeting preparation
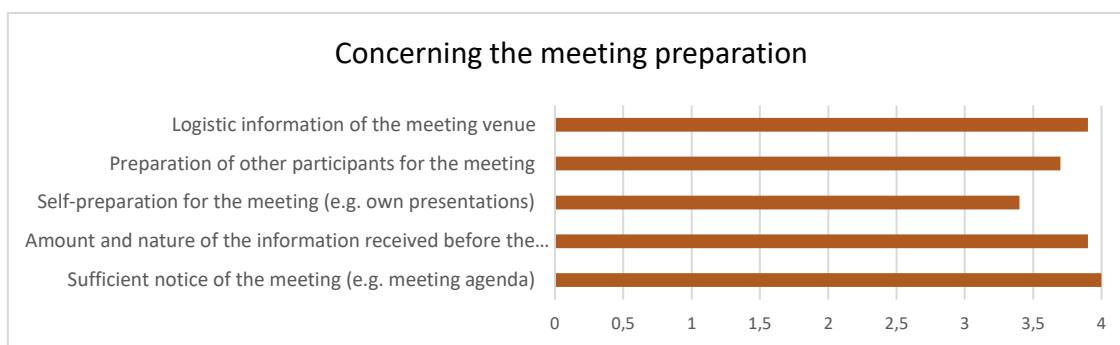
The highest rated item was *Sufficient notice of the meeting (e.g. meeting agenda)*; the lowest was *Self- preparation for the meeting (e.g. own presentation).*

Concerning the meeting
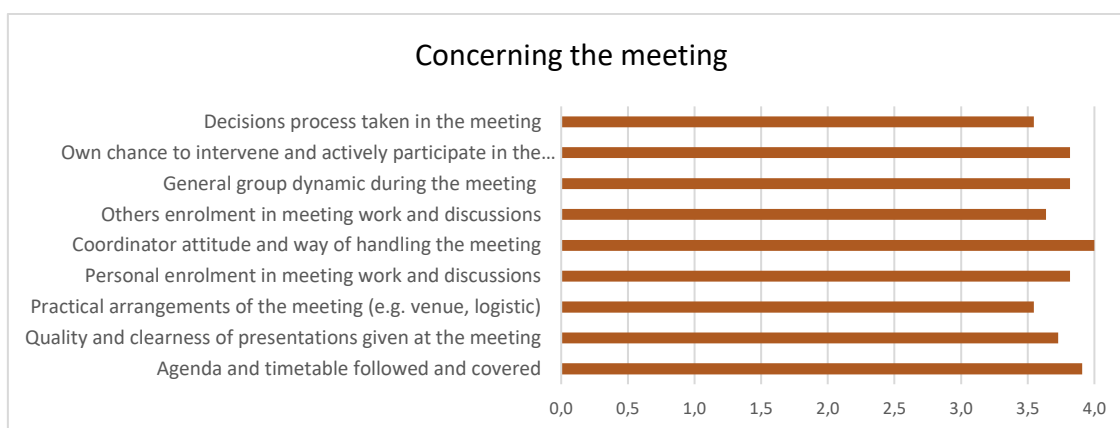
The highest rated item was *Coordinator attitude and way of handling the meeting*; the lowest was *Decision process taken in the meeting* and *Practical arrangements of the meeting (e.g. venue, logistics).*

Concerning the work to carry out after the meeting:
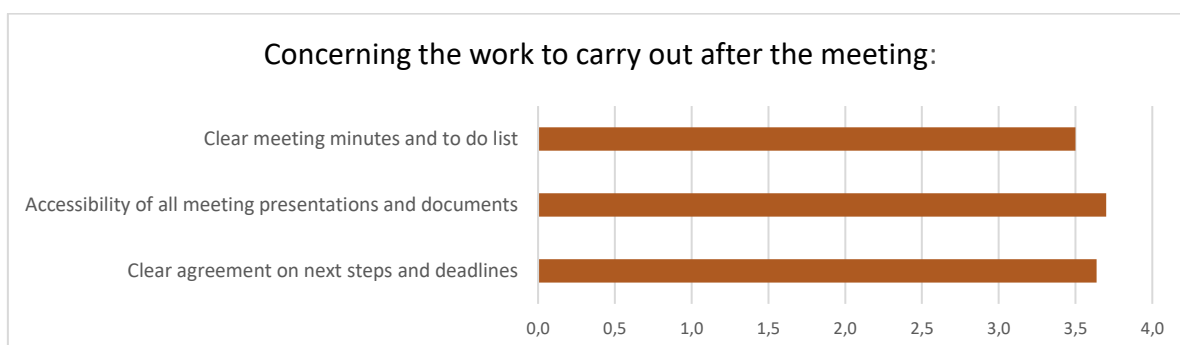
The highest rated item was *Accessibility of all meeting presentations and documents*; the lowest was *Clear meeting minutes and to do list.*

All the rates need to be taken in consideration, but a special attention needs to be given to those items with lowest ratings, as they are the ones in need for improvement for the next TPMs. In the case of the KoM Satisfaction Survey results, both coordinator and partner responsible for organizing the second TPM need to be aware of:

Co-funded by the
Erasmus+ Programme
of the European Union

- *Decision process taken in the meeting,*
- *Practical arrangements of the meeting (e.g. venue, logistics),*
- *Clear meeting minutes and to do list.*

All partners need to consider *Self- preparation for the meeting (e.g. own presentation).*

The total average of rates (3,73) show that, overall, partners were <u>very satisfied</u> with the organization and development of the KoM.

4.2.2 Second TPM | 05th & 06th June 2019, Porto Salvo (Portugal)

This meeting was organised by the European Federation for Welding, Joining and Cutting (EWF) in its premises, in Portugal and had the presence of ten participants from the partnership.

This meeting focused on an overview of the project in terms of technical coordination, financial implementation, quality management and dissemination activities. The meeting also addressed the closure of *IO1 New Curricula of Guideline IAB-O89r5-14*, the actions to be performed by all partners to develop *IO2 Digital Learning Materials for Welding Simulator,* and technical and financial management decisions, namely in terms of preventive and corrective, wherever needed.

In terms of partners' satisfaction about this meeting, the results from the Satisfaction Survey (to which only seven from ten participants replied) show:
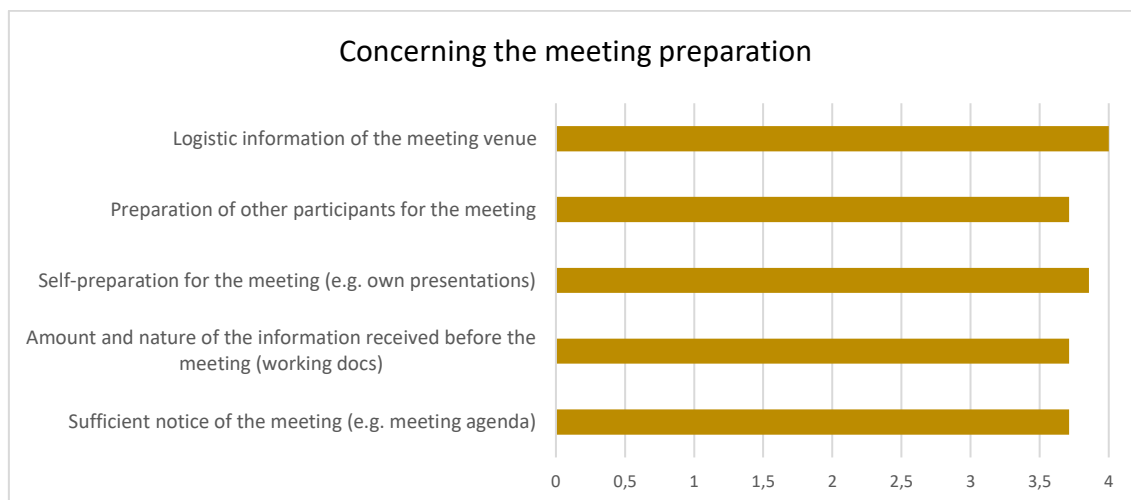
Graphics 4, 5 & 6 Results from the Satisfaction Survey | 2nd TPM (Portugal)

The highest rated item was *Logistic information of the meeting venue*; the lowest was *Self-preparation for the meeting (e.g. own presentation). Preparation of other participants for the meeting*, *Amount and nature of the information received before the meeting (working documents* and *Sufficient notice of the meeting (e.g. meeting agenda)* were the items with inferior results, but still with positive satisfaction rates.

There were three highest rated items, which is an indicator of the meeting's success among partners:

Co-funded by the
Erasmus+ Programme
of the European Union

- *Decision process taken in the meeting* (which was the less rated item in the previous Satisfaction Survey);
- *Coordinator's attitude and way of handling the meeting* (which maintained its satisfaction rate from one meeting to another);
- *Personnal enrolement in meeting work and discussions*.

The lowest rate was for *Others enrolment in meeting work and discussions* and *Agenda and timetable followed and covered* which show that, for the next TPM, the consortium would like to see more engagement from partners during the meeting, and to follow and address all topics from the Agenda.

Concerning the work to carry out after the meeting:

Clear meeting minutes and to do list	~3.45
Accessibility of all meeting presentations and documents	~3.6
Clear agreement on next steps and deadlines	~3.7

(Scale: 0,0 0,5 1,0 1,5 2,0 2,5 3,0 3,5 4,0)
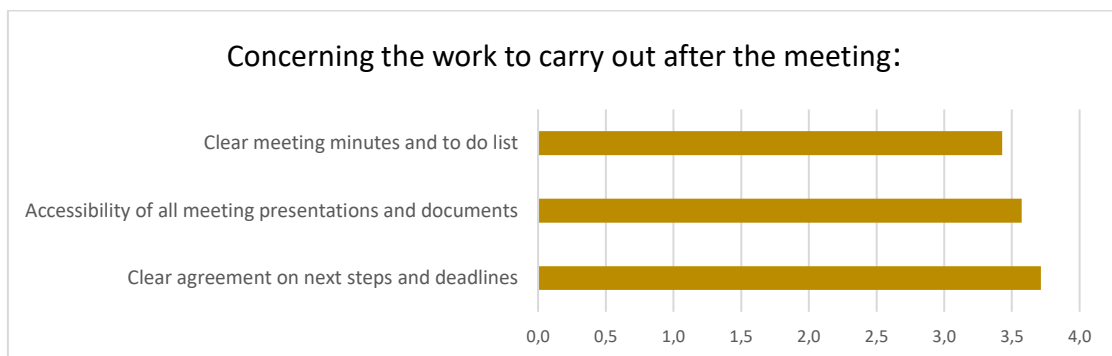
The highest rated item was *Clear agreement on next steps and deadlines*, crucial for the development of the next project's actions; the lowest was *Clear meeting minutes and to do list*, which means this item continues to need to be addressed by the coordinator as it was also the lowest rated item in the previous Satisfaction Survey.

Partners took the opportunity to make some comments on the meeting's organization and development and make some suggestions to be regarded as recommendations for the upcoming TPMs:

It could be a good idea to share at least the meeting minutes and "to do list".
The meeting was great.
We have received time enough and information of everythings.
The meeting was well prepared by the organizer both logistically and from the presented materials. After the discussions and the exchange of ideas, the expected results were achieved.
The meeting was a real success. The materials presented, the discussions and the information were clear and useful. The organizers have shown professionalism. The atmosphere was open, it allowed all participants to intervene with ideas and opinions on project activities.
Still no meeting minutes were received.

The total average of rates (3,76) is slightly higher than the one reached in the previous KoM Satisfaction Survey, which show once again that partners were <u>very satisfied</u> with the organization and development of the second TPM.

## 4.2.3 Third TPM | 02nd September 2019, Madrid (Spain)

CESOL, Spanish Association of Welding and Joining Technologies, was the partner responsible for organising this Transnational Partners Meeting, which was carried out in its facilities, in Madrid.

Once again, this meeting focused on the project overview in terms of technical coordination, financial implementation, quality management and dissemination activities, as well as an overview of the actions to be taken by all partners in the next period of DIGIWELD. The coordinator highlighted the fact that all activities are being carried out by partners within schedule, so no delays are foreseen for the next months.

In this meeting, all partners were asked by EWF to fill in DIGIWELD Quality Assessment Questionnaire in order to collect their opinion on the results/outcomes achieved in the first year of the project. The results from this Questionnaire will be addressed moreover in this Quality Report.

Only seven participants of the third TPM replied to the Satisfaction Survey from the nine who attended the meeting. These are the main results collected:

Graphics 7, 8 & 9 Results from the Satisfaction Survey | 3rd TPM (Spain)
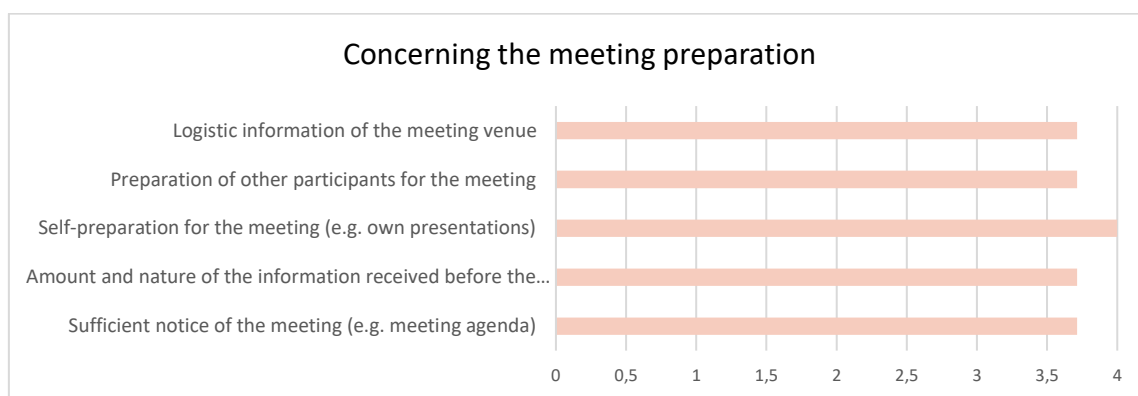
This graphic shows that there was a strong commitment from the consortium to prepare for this meeting, reason why this item is rated as the highest in terms of partners' satisfaction. The remaining items had the same degree of satisfaction (average of 3,7) indicating that the majority of partners were <u>very satisfied</u> with CESOL's arrangements of the meeting.
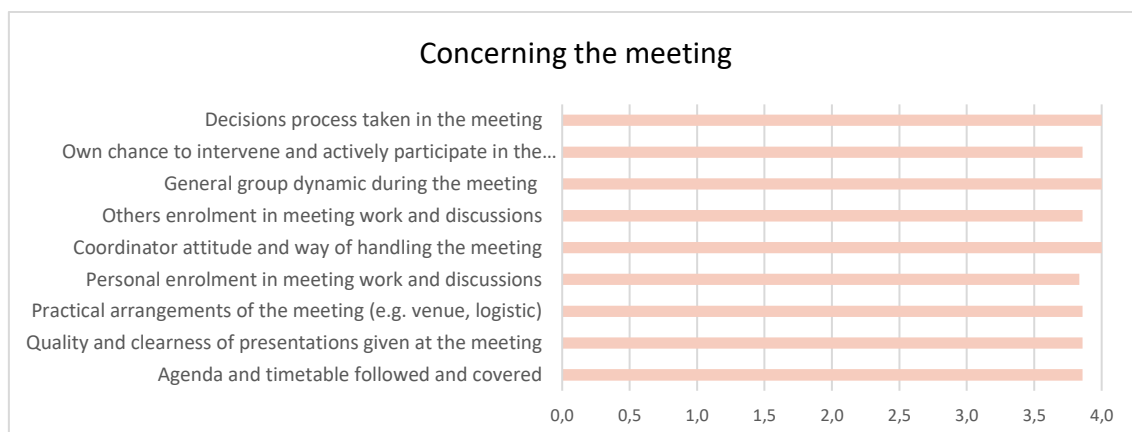
Coordinators attitude and way of handling the meeting continues to gather partners' highest rate in terms of satisfaction, to which in this meeting was joined by *Decision process taken in the meeting* and by the *General group dynamic during the meeting*. The lowest satisfaction rate was registered for item *Personal enrolment in meeting work and discussions*, which may indicate that, even though partners prepared themselves for the meeting, they consider they could be more active in meeting's discussions. It is an internal issue that needs to be addressed by each partner in order to overcome it and be more engaged in the upcoming meeting sessions.
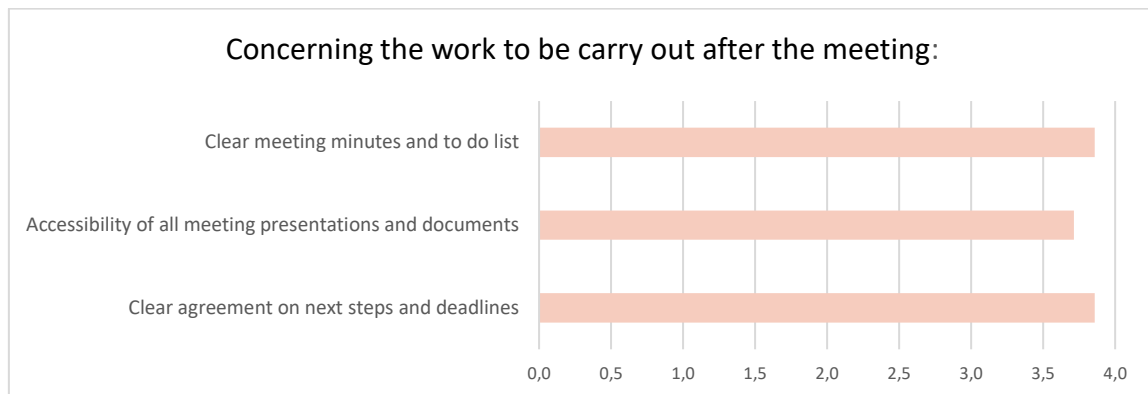
Concerning the work to be carry out after the meeting:

Clear meeting minutes and to do list has seen an improvement in terms of satisfaction from the last meeting to this one, which is a positive remark, meaning that DIGIWELD coordinator had this issue into account and took corrective measures to improve the minutes and to deliver "to do lists" on time, which is connected to the *Clear agreement on next steps and deadlines*, the second higher scored item.

Nevertheless, for the fourth TPM, the *Accessibility of all meeting presentations and documents* needs to be addressed in order to obtain a higher satisfaction score by the consortium, following the trend for this specific topic.

Some partners provided some comments and also suggestions to be seen as recommendations for future meetings:

> *"The meeting has been satisfactory, and we have fulfilled the entire agenda, agreeing on the next steps to take for the correct development of the project."*

> *"Good meeting to clarify tasks to be done."*

> *"It is important to have access to the meeting minutes some days after the meeting in order to remind what was discussed and agreed between partners."*

> *"The meeting day very good organized and help all partner to understand how will be implement in the future."*

The total average registered was 3,8, which proves that the <u>consortium satisfaction rates are increasing from one TPM to another</u>, getting closed to the maximum rate – Completely Satisfied (4).

4.3 Decision-Making Process

In terms of decision-making, this process involves all DIGIWELD partners, aiming to reach a consensus, and is characterized by:

- Analysing and discussing all facts in order to reach a collective decision;
- Presenting a proposal to all partners to be discussed for acceptance in case it is not possible to reach a decision;
- Discussing the proposal with comments and modifications brought by partners and, in the end, a consensual decision will be reached after voting;
- Signing of a document with the decision as an approval confirmation by all partners.

Up until this point of DIGIWELD lifetime, all decisions made had the collective acceptance from all partners and, therefore, a proposal was never needed to be presented by ASR to the consortium.

4.4 Template requirements for official DIGIWELD documents

One of the first tasks to carry out in terms of quality is the preparation of templates to be used under DIGIWELD project's activities (e.g. Word documents for reporting, PowerPoint presentation for events, etc.). These templates must comply with specific requirements in order to be used by all partners in a harmonised way:

Table 6 Requirements for DIGIWELD Templates | Cover Page & Page Footer

COVER PAGE	PAGE FOOTER
• ERASMUS+ logo	
• DIGIWELD logo	• Project number
• Document number	• Title of the document
• Date of publication	• Page(s) number
• Disclaimer	

All Quality Management Tools (e.g. Quality Management Guide, Questionnaires, etc.) also comply with these requirements.

5. DIGIWELD Quality Assessment Questionnaire | Results

As previously mentioned in this Quality Report, DIGIWELD partners were asked to assess the quality of DIGIWELD's Results/Outcomes scheduled to be complete by the end of M12.

A Quality Assessment Questionnaire (see Annex 3) was handed out by EWF to all 11 participant partners of the 3rd TPM (CESOL, Spain). This Questionnaire contained each Result/Outcome to be assessed, indication of its leader (i.e. partner responsible for its development), a rate ranging from **1 (Poor Quality) to 5 (High Quality)** and space for any observation deemed important by the assessor partner. Because there were partners who stated they do not use social media (i.e. Facebook, Twitter), there are less results gathered for both DIGIWELD Outcomes connected to it. One participant did not assess the Learning Activity "C2 – Improving digital Competences". These are the main results collected:

Graphic 10 Results from the Quality Assessment Questionnaire | DIGIWELD's Results/Outputs M1-M12
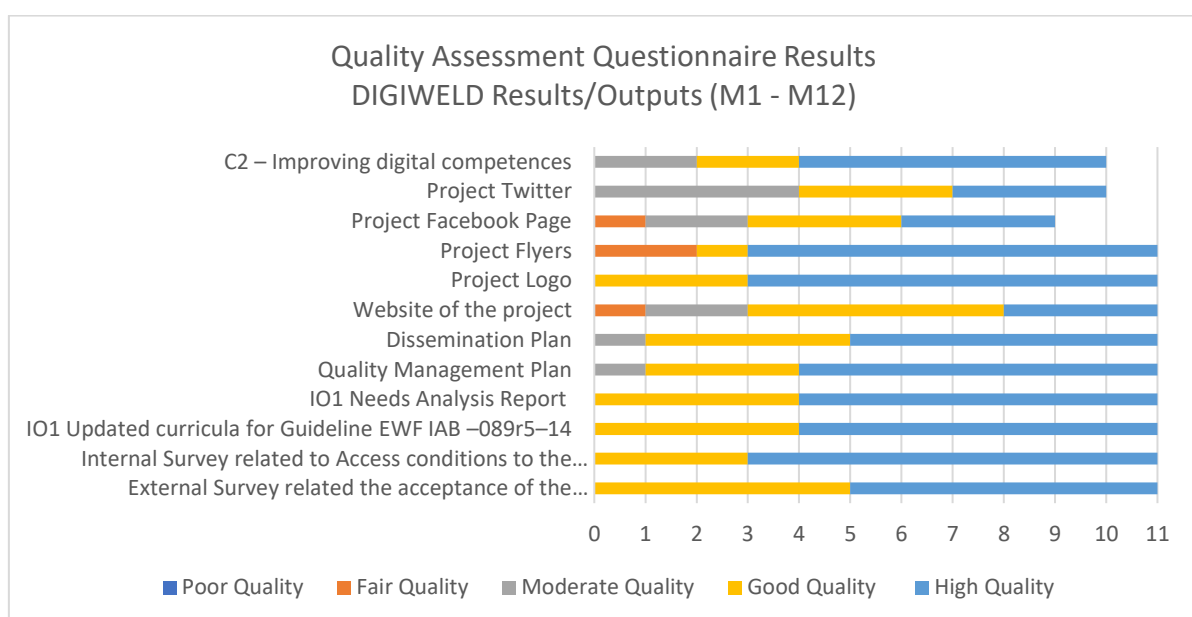
Overall, the results show that, in partners' opinion, there are no *Poor Quality* Results/Outcomes. *Fair Quality* was the minimum (residual) score assigned.

The ones with rates ranging **between *Good Quality* and *High Quality*** (4 and 5) are:

→ "Internal Survey related to access conditions to the European Welder training course" was the outcome with the best score, as the majority of partners rated it as having *High Quality*;
→ "External Survey related the acceptance of the simulator as digital tool for teaching/learning/practicing activities";
→ "IO1 Needs Analysis Report";
→ "IO1 Updated Curricula for Guideline EWF IAB-089r-14".

These results show that partners are very satisfied with the Results/Outputs achieved for Intellectual Output 1 (IO1).

There are results that demonstrate a wide discrepancy of opinions among partners, as the ratings given to these Results/Outcomes range **between Moderate Quality** (3) **and High Quality** (5).

→ "DIGIWELD Twitter account";
→ C2 "Improving Digital Competences", which most significant score was High Quality, but still has partners who see it as having *Moderate* and *Good Quality;*
→ Quality Management Plan;
→ Dissemination Plans.

This scoring also indicate partners are satisfied with these specific Results.

Regarding DIGIWELD's Website, Facebook account and its flyer, there is a need for special attention as there are partners who scored them with ***Fair Quality (2)***, meaning that **improvements need to be made** to these dissemination tools. Nevertheless, the assessment made to these specific Results/Outcomes show a good degree of satisfaction among partners as the majority of partners considered they have *Moderate Quality* and *High Quality* as well.

Some of partners' observations are in line with these results, namely:

"We need to upload more information on the website "The website must be updated with all outputs of the project"
"The website must be updated with all outputs of the project"
"The social media accounts must be updated with all outputs"

Other observations made by participants refer to the External Survey used to collect information for IO1, TPMs' organization and to communication within the consortium (which may be regarded as recommendations for future interactions among partners):

" Low number of answers" [External Survey]
"All activities were well organised. The materials presented were interactive and useful. I think it is important to improve the visibility of the project in social media. Another suggestion is that every partner to make a link to project DIGIWELD on its own site"
"The meeting was very well organised. All the presentations were of real benefit to participants. The continuation of the activities in the same way will lead to the success of the project"
"Better communication inside the consortium, improve dissemination activities - Suggestion: all articles in technical journals must contain the project partners, at least 2 persons each partner."

In general, the results from Quality Assessment are very positive as partners consider that all Results/Outcomes planned and achieved by the end of DIGIWELD'S first year have mainly good/high quality. Surely the comments and suggestions provided by all partners will help improving the ones that, in partners' opinion, need to be improved in order to reach the same levels of quality.

Co-funded by the
Erasmus+ Programme
of the European Union

6. C2 "Improving Digital Competences" | Results from the Assessment Questionnaire

The short-term joint staff training event (or Learning Activity - LA) entitled "C2 – Improving Digital Competences" (see Programme in Annex 4) was carried out between September 03rd and 07th 2019, at CESOL facilities, in Madrid (Spain).

In terms of Quantitative Indicators, and as previously demonstrated in section **3. Evaluation Process,** the number of participants did not reach the proposed amount (10 participants from 12 proposed for the LA).

Nevertheless, the objectives of C2 as described in DIGIWELD's application were reached and participants had the chance to try the welding simulator in order to understand how to embed the Digital Learning Contents under development into the simulator to use it in practical training.

By the end of the last day of the event, participants were requested to fill in an Assessment Questionnaire (see Annex 5) in order to allow DIGIWELD consortium to gather feedback on the adequacy and usefulness of the LA.

For each topic, participants had to use a rate that ranged **from 1 (Very Unsatisfied) to 4 (Very Satisfied)**. The list of topics to be assessed by participants was:

Table 7 C2 – "Improving Digital Competences" | List of topics to be assessed by Participants

	1	2	3	4
1. Concerning the Learning Activity's preparation:				
Sufficient notice of the Agenda				
Information provided before the Learning Activity				
Preparation of other participants for the Learning Activity				
Logistic information of the Learning Activity's venue				
2. Concerning the Learning Activity's development:	1	2	3	4
Compliance with Agenda (i.e. topics) and timetable				
Participants' enrolement in the Learning Activity's work and discussions				
General group dynamic during the Learning Activity				
Own change to intervene and actively participate in the Learning Activity				
Duration of the Learning Activity				
3. Concerning the training contents used in the Learning Activity:	1	2	3	4
Acquisition of new insights regarding digital competences				
Adequacy of the training contents to own expectations				
Clearness of the contents				
Innovative aspects of slides and presentation				
Extent of slides presentation				
4. Conditions provided by the host of the Learning Activity:	1	2	3	4
Training room (i.e. light, temperature, noise…)				
Equipment for training				
Facilities of the practical training				
Consumables and other required materials				

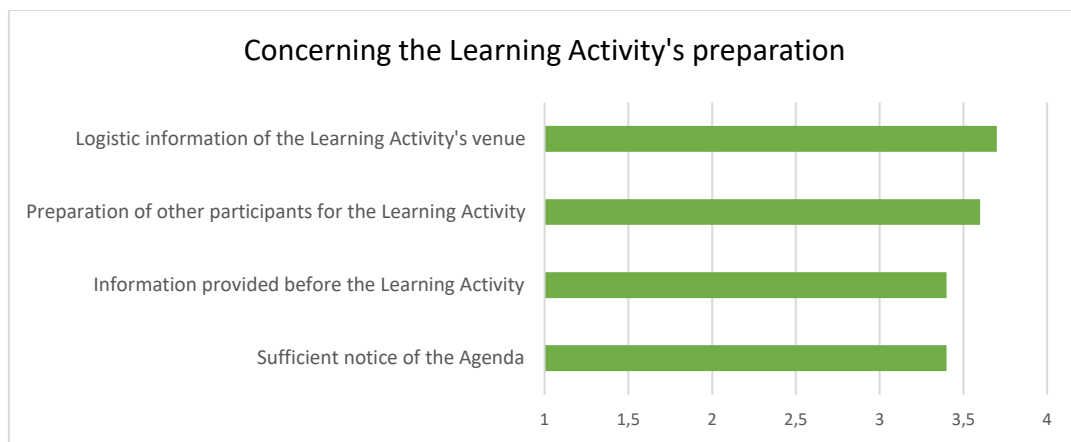The main results show that all topics are rated above 3,5 which indicates that participants were very satisfied with the Learning Activity.

1. **Concerning the Learning Activity's preparation**

   As seen in this graphic, the degree of satisfaction with the way the LA was prepared is high, close to Very Satisfied (4) in the topic related to the logistic information provided to participants on the LA's venue.

Co-funded by the
Erasmus+ Programme
of the European Union

Graphic 10 Concerning the Learning Activity's preparation

Concerning the Learning Activity's preparation

Logistic information of the Learning Activity's venue	≈3,7
Preparation of other participants for the Learning Activity	≈3,65
Information provided before the Learning Activity	≈3,4
Sufficient notice of the Agenda	≈3,4

Scale: 1   1,5   2   2,5   3   3,5   4

2.   Concerning the Learning Activity's development

The LA's development had higher rates in terms of satisfaction when compared with the ones obtained for the previous topic (a global average of 3,7 against an average of 3,5 reached by topic 1.) which shows that participants were very satisfied, namely in terms of own chance to intervene in the session, connected to their enrolment in the work and discussions (also with high rates of satisfaction) and in terms of the group dynamic (which was also referred as a positive aspect).

Graphic 11 Concerning the Learning Activity's development

Concerning the Learning Activity's development

Duration of the Learning Activity	≈3,7
Own change to intervene and actively participate in the Learning Activity	≈3,8
General group dynamic during the Learning Activity	≈3,8
Participants' enrolement in the Learning Activity's work and discussions	≈3,8
Compliance with Agenda (i.e. topics) and timetable	≈3,6

Scale: 1,0   1,5   2,0   2,5   3,0   3,5   4,0
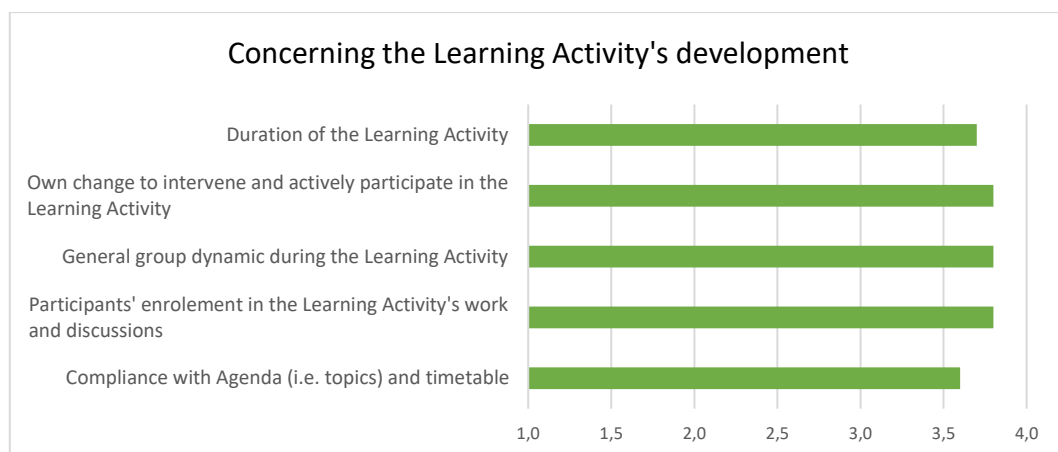
3.   Concerning the training contents used in the Learning Activity (LA)

It is possible to see that all partners were very satisfied (rate 4) with the innovative aspect of slides and presentations, to which followed the clearness of contents and the acquisition of new insights regarding digital competences.

These results show the usefulness and adequacy of the contents to participants, with a global average of 3,9.

DIGIWELD
DIGITAL EDUCATION AND TRAINING IN WELDING

Graphic 12 Concerning the training contents used in the Learning Activity

Concerning the training contents used in the LA
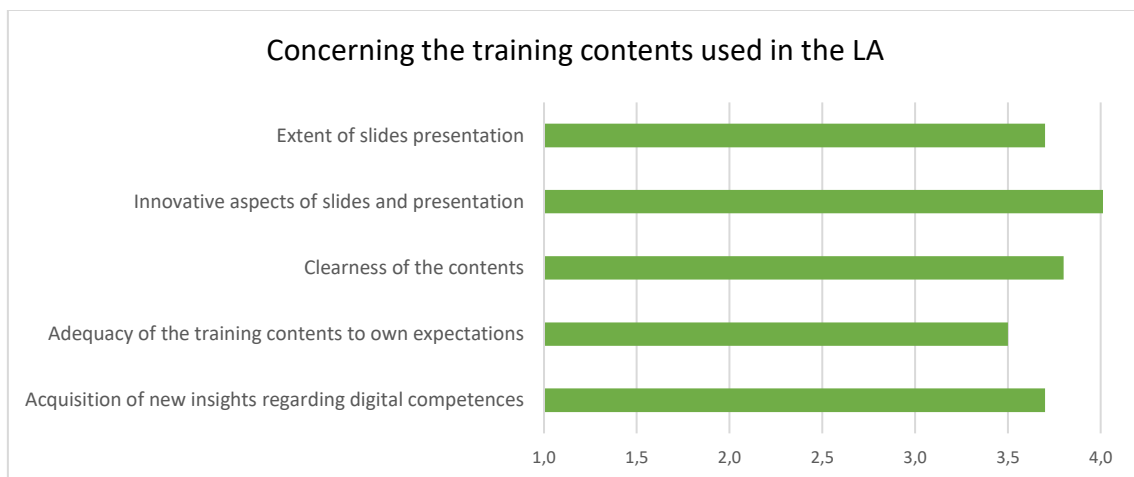
4. Conditions provided by the host of the Learning Activity

The same degree of satisfaction was also felt in terms of the conditions provided by CESOL for the conduction of C2 Learning Activity (3,9 global average) in terms of materials for training (e.g. consumables), the conditions of the facilities and of the training room. Equipment for training scored an average of 3,8, demonstrating that participants were also very satisfied with the use of the simulator in the LA (as also stated in the table about positive aspects mentioned by them).

Graphic 13 Conditions provided by the host of the Learning Activity

Conditions provided by the host of LA
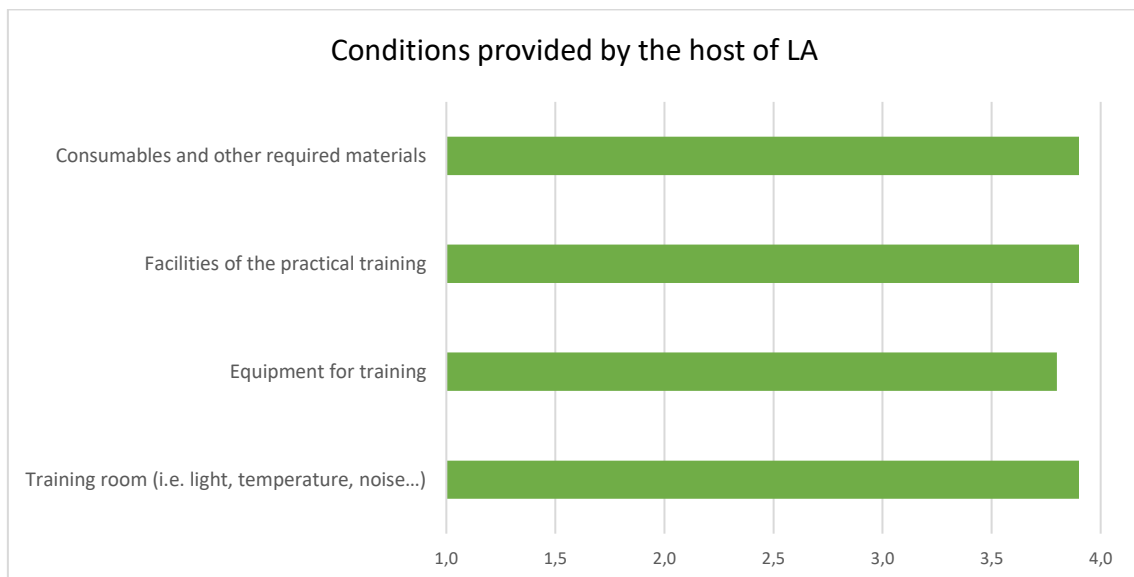
As previously mentioned, LA participants were also asked to reply to the following questions:

- Do you consider that, in the end of this Learning Activity, you are able to participate as trainer in disseminating the discussed training topics to others (trainers and/or trainees)?
- Please state 3 positive aspects of this Learning Activity.
- In your opinion, which are the aspects to be improved and to be taken in consideration for future DIGIWELD Learning Activities?

Results show that all participant feel able to participate as trainer in disseminating the discussed training topics to others (which was considered as a positive aspect of this Learning Activity by some of them).

Other positive aspects are registered in the table below, where we can read what participants wrote in the Assessment Questionnaire.

Table 8 Positive Aspects of C2 – "Improving Digital Competences"

"Acquisition of knowledge on how to use the welding simulator"
"Practical use of the simulator"
"Openness to discuss the training subjects with trainers"
"Each activity was very well prepared, and learning was dynamic"
"Facilities of the practical training using the simulator"
"Actively participating in the learning process"
"Quality of the materials and level of discussions on the subject"
"Clarification of some aspects regarding the presentation of the course in the future"
"Collaboration relationships and explanations given"
"It let to clarify tools and methodologies"
"It let to compare with traditional training"
"It give new ideas for teaching"
"Learning new things about digital tools and pedagogy"
"Learned how to organise a course"
"Met new interesting persons and make change of experience"
"Positive group dynamic"
"Development of knowledge for teaching methodologies"
"Development of digital tools knowledge"
"We have decided different aspects to the material that we are working on"
"We have solved some doubts about the project"
"Innovative presentations"
"Practical training"
"Very good explanations from trainers"
"Clear and easy information about the topics"
"Possibility to try simulator and see the potential"

These are all the suggestions provided by participants to be taken in consideration for the upcoming Learning activities:

- "Practical group exercises";
- "Increase the dynamic of the discussion and more participants, maybe 3 per organization";
- "Agenda and preparation with more time in advance";
- "Concentrate the time for learning activities".

Co-funded by the
Erasmus+ Programme
of the European Union

7. Risk Analysis

In order to identify potential problems, failure in reaching goals, delays in implementation of the project's activities, failure in the execution of the project's budget and conflicts that may occur, DIGIWELD's coordinator (ASR) carries out a risk management strategy throughout the project's lifetime.

This risk management is based on a risk analysis carried out by all partners, who identified potential risks that could appear during the project's implementation, covering:

a. Risk identification: identify risks that are directly related to the project's activities;
b. Risk evaluation: define impact of each risk on the project's implementation;
c. Risk priorisations: make a priority list of risks;
d. Risk management: elaborate a strategy for reducing the probability connected to risk appearances and to reduce its impact on the project.

Even though partners could identify unlikely, likely and possible risks, as well as risks that would have insignificant, minor, moderate and major impacts on the project's development and success, the most crucial ones to be reported in this Quality Report are the ones identified by partners has Likely or Possible to occur, which would have Moderate or Major impact on the project's development, and the respective Mitigation Actions proposed by the consortium in general terms, in IOs, Dissemination and Project Management. Below is the list of these of risks identified by the consortium:

Table 9 Risk Assessment | Risks and Mitigation Actions

General Risks	Consequences	Impact	Mitigation Action(s)
Delays in overall execution and delivery of tasks	All the IOs would be delayed and the GANTT would not be respected as approved by the National Agency (NA)	Moderate	- Define the tasks and the deadlines; - Share the tasks among partners in order not to postpone them; - Clarify the tasks to be done in case there is a partner who does not deliver on time; - Meet more often on Skype meetings during specific tasks.
Low performance of partners, including insufficient interest or no commitment with project tasks	- Delays on project's implementation covering management and technical implementation (i.e. impossibility to solve the tasks in due time); - Budget execution; - Low attendance to the Learning Activities; - Administrative issues with the NA (e.g. Interim Reports).	Moderate	- Define the tasks and the deadlines; Share the tasks among partners in order not to postpone them; - Clarify the tasks to be done in case there is a partner who does not deliver on time; - Meet more often on Skype meetings during specific tasks; - The consortium to take measures in consensus to overtake the tasks of that specific partner.
Risk related to the financial implementation of the project, such as cost underestimation,	Partners would not respect the financial agreement and ERASMUS+ programme rules in terms of over/under	Moderate	Intensification of communication within the consortium (between partners of the consortium and coordinator) and between coordinator and NA

Co-funded by the
Erasmus+ Programme
of the European Union

General Risks	Consequences	Impact	Mitigation Action(s)
delays or absence of financial reporting	spending the budget allocated to the task/result		

IO1 New Curricula of Guideline AB-089r5-14 [European Welder Guideline]	Consequences	Impact	Mitigation Action(s)
Lack of interest in the task at hand by the industry/training centers/trainees	- No feedbacks on the products elaborated under the project; - No usage of the products by stakeholders (minor for the project's development, but major for the project's sustainability).	**Major**	- Define the tasks and the deadlines; - Share the tasks among partners in order not to postpone them; - Clarify the tasks to be done in case there is a partner who does not deliver on time; - Meet more often on Skype meetings during specific tasks.

IO2 Digital learning materials for welding simulator	Consequences	Impact	Mitigation Action(s)
Only UNLIKELY and/or POSSIBLE risks, but with MINOR impact, were identified. Therefore, they are not part of this list.			

IO3 Digital practice modules including real life study cases for welding simulator	Consequences	Impact	Mitigation Action(s)
Lack of usefulness of practice modules for real life welding	Minor for project's implementation, but major for its sustainability	**Moderate**	The consortium will create, based on its expertise, real case studies and at least 10 study cases will be provided by Industry
Difficulties to adapt Word files to digital documents	Maintaining trainees' focus on the educational materials	**Moderate**	Use the defined template to focus on the crucial material for the tasks at hand
Partners' lack of skills to use specific software to elaborate digital materials	Low quality of the digital materials	**Moderate**	- Internal training (e.g. during Skype meetings); - Usage of a specific template for this task.

DIGIWELD
DIGITAL EDUCATION AND TRAINING IN WELDING

IO4 Elaboration of digital examination system	Consequences	Impact	Mitigation Action(s)
Need for permission to use a picture/video/graphic (i.e. copyright issues)	Low quality of graphic contents	**Major**	The consortium will create, based on its expertise, real case studies and at least 10 study cases will be provided by Industry
Incompatibility of digital products with digital instruments (e.g. operating systems, welding simulators, etc.)	No compliance with the Application approved by NA	**Major**	Ask (and help) partners to implement their task and develop the products in compliance with the Application

IO5 Elaboration of learning management system and set up SIMTRANET	Consequences	Impact	Mitigation Action(s)
Technical problems (i.e. functioning of Learning Management System & SIMTRANET)	Delayed tasks and possible costs not covered	**Moderate**	Intensify teamwork, collaboration and communication between partners involved in these tasks to propose possible solutions.
Connectivity among equipment in SIMTRANET	Time and cost	**Moderate**	Perform all the previous tests that are necessary to ensure the good connection between the equipment

Dissemination	Consequences	Impact	Mitigation Action(s)
Only UNLIKELY and/or POSSIBLE risks, but with MINOR impact, were identified. Therefore, they are not part of this list.			

Project Management	Consequences	Impact	Mitigation Action(s)
Low attendance to organized TPMs, courses or activities	Tasks would not be implemented and therefore the results would not obtain, or they would have low quality	**Major**	The consortium will take preventive and corrective measures in order to avoid deviations in terms of project management and implementation
Overload of the partner to perform a given task	Time and cost	**Moderate**	Tasks are divided equally among partners. In case of overloading of one partner, the consortium will decide to share the tasks among all partners.

Co-funded by the
Erasmus+ Programme
of the European Union

8. Main Conclusions

Overall, during its first year, DIGIWELD project has been complying with the planned GANTT Chart, even though there have been occasional delays, mainly due to constrains linked to some partners' internal issues. These constrains were overcome through corrective measures applied by the coordination with the agreement of the partnership.

Regarding the assessments made by partners to the Transnational Partners' Meetings (TPMs), results show that the consortium is very satisfied with the work carried out in each meeting once they are an opportunity to present questions (e.g. tasks/activities to be carried out) and to clarify issues, allowing the project to flow. Results also show that there is a capacity to improve TPM from one meeting to another, by having in consideration partners' opinions and suggestions made in every Satisfaction Questionnaire.

The Learning Activity C2 – Improving Digital Competences was assessed by all participants, who demonstrated to be very satisfied with the LA once it allowed them to acquire knowledge on new pedagogical methods, to learn more about the usage of the welding simulator and to exchange experiences among themselves. All participants feel they are prepared to disseminate what they have learned to other trainers and wish that the next DIGIWELD Learning Activities have more time for dynamic discussions and practical group exercises.

DIGIWELD Results/Outcomes' evaluation carried out by the consortium showed that partners acknowledge the High quality of IO1 and its tasks, that the Quality Management Plan and Dissemination Plan have, in general, Moderate to High Quality and that dissemination tools like the project's website and Twitter account needs to be updated more regularly in order to keep up with DIGIWELD's development.

Co-funded by the
Erasmus+ Programme
of the European Union

ANNEXES

Annex 1 | TPMs Agendas (KoM, 2nd and 3rd Transnational Project Meetings)

Erasmus+

DIGIWELD
KICK-OFF MEETING
14 – 15 November 2018

AGENDA

Organizer: Asociația de Sudură din România
Bdul. Mihai Viteazu nr. 30, Timișoara

Venue: Hotel Style Accommodation 2, University Politehnica Timișoara
Bd. Mihai Eminescu No.11, 300028 Timisoara

Day 1 – Wednesday, November 14th, 2018

09.15	**Registration**
09.30	**Keynote Speeches**
	• Introduction of participants (Savu, S.V.)
	• Welcome Speech of Coordinator (Dehelean, D.)
10.00	**Project's Overview**
	• Objectives
	• Target Groups
	• Members of the teams
	• Approved budget
	• Timetable and Work-plan
11.15	**Coffee Break**
11.30	**Overview and actions to be taken**
	• Project Management and Implementation aspects
	• Intellectual Outputs
12.30	**Lunch Break**
14.00	**Overview and actions to be taken**
	• Intellectual Outputs
	• Short term courses in ES, RO, IT
16:00	**Coffee Break**

Project 2018-1-RO01-KA202-049218
Activity: Kick-off Meeting – 14-15 November 2018, Timisoara, Ro

Page | 1

DIGIWELD
DIGITAL EDUCATION AND TRAINING IN WELDING

Co-funded by the
Erasmus+ Programme
of the European Union

Erasmus+

16:15   Overview and actions to be taken
   • Dissemination Plan; workshops, seminars, demonstrative activities, contests, etc.
   • Quality Plan

16:45   Discussions
17:15   End of the meeting
20.00   Dinner

Day 2 – Thursday, November 15th, 2018

09:00   Project Financial aspects, Annex III
   • EC rules and Eligible Allocation of costs
   • Discussion on the approved budget

11:00   Coffee Break

11:15   Project Financial aspects, Annex III
13:00   Dates and Places of next Meetings
13:30   Final Conclusions
13:45   End of the meeting

DIGIWELD
DIGITAL EDUCATION AND TRAINING IN WELDING

Co-funded by the
Erasmus+ Programme
of the European Union

DIGIWELD
DIGITAL EDUCATION AND TRAINING IN WELDING

2nd Transnational Project Meeting
05-06 June, 2019

AGENDA

Organizer: EWF - European Federation for Welding, Joining and Cutting
Av. Prof Dr. Cavaco Silva, 33, TagusPark - 2740-120 Porto Salvo, Portugal

Venue: EWF - European Federation for Welding, Joining and Cutting
Av. Prof Dr. Cavaco Silva, 33, TagusPark - 2740-120 Porto Salvo, Portugal

Day 1 – Wednesday, June 5th, 2019

Hour	Activity	Responsible Partner(s)
09.00	Registration	
09.30	Introduction of Participants	ASR
	Welcome Speech of Hosting Partner	EWF
10.00	Project Overview • Technical Coordination	ASR
	• Financial Implementation	ASR
	• Quality Management	EWF
	• Dissemination Activities	IIS
11.15	Coffee Break	
11.30	Intellectual Outputs	ASR and all
13.00	Lunch Break (hosted by EWF[1])	
14.30	Intellectual Outputs (cont.)	ASR and all
16.00	Coffee Break	
16.15	Overview and actions to be taken regarding IOs' implementation	All
17.00	End of Meeting	
20.00	Social Dinner[2]	

---

[1] ISQ Canteen
[2] At *BEntreVinhos* - Porto de Recreio, Oeiras

DIGIWELD
DIGITAL EDUCATION AND TRAINING IN WELDING

Day 2 – Thursday, June 6th, 2019

Hour	Activity	Responsible Partner(s)
09.00	Dissemination Activities • Workshops • Demonstrative Sessions • Contests • Project Website • Social media platform • Newsletters	All Partners
	• CARBOREP – Project presentation	Pedro Catarino (EWF)
11.15	Coffee Break	
11.30	Management Decisions -Technical • Preventive Measures • Corrective Measures	ASR and all
12.45	Management Decisions - Financial • Preventive Measures • Corrective Measures	ASR and all
14.00	Final Conclusions	
14.15	End of Meeting	

Co-funded by the
Erasmus+ Programme
of the European Union

DIGI|WELD
DIGITAL EDUCATION AND TRAINING IN WELDING

3rd Transnational Project Meeeting
02.09.2019

AGENDA

Organizer: CESOL – Spanish Association of Welding and Joining Technologies
Calle del Condado de Trevino, 2, local F-31, 28033, Madrid, Spain

Venue: CESOL – Spanish Association of Welding and Joining Technologies
Calle del Condado de Trevino, 2, local F-31, 28033, Madrid, Spain

Day 1 – Monday |02.09.2019

Hour	Activity	Name of the partner responsible
09.00	Registration	All
09.30	Welcome speech of the hosting partner, CESOL	CESOL
09.40	Project Overview • Technical Coordination • Financial Implementation • Dissemination Activities • Interim report	ASR IIS
11.00	Coffee Break	
11.30	Quality Management	EWF
13.00	Lunch Break	
14.30	Intellectual Outputs	ASR and all PPs
16.00	Coffee Break	
16.15	Overview of the actions to be taken in the next period	All
17.00	End of Meeting	
20.00	Dinner	

Project 2018-1-RO01-KA202-049218
Document: 3rd Transnational Project Meting | Agenda & List of Participants – 02.09.2019, Madrid, Spain

Page | 1

DIGIWELD
DIGITAL EDUCATION AND TRAINING IN WELDING

Annex 2 | Template of Online Evaluation Questionnaire

Erasmus+

[City, Country]

DIGIWELD [Date and Place of the Meeting]

DIGIWELD Project [Nr. of TPM] Satisfaction Survey

Please fill in the tables below regarding the quality of the Kick-off meeting in different parameters, considering 1 the worst rating and 4 the best rating.

1. Concerning the meeting preparation:	1	2	3	4
Sufficient notice of the meeting (e.g. meeting agenda)				
Amount and nature of the information received before the meeting (working docs)				
Self-preparation for the meeting (e.g. own presentations)				
Preparation of other participants for the meeting				
Logistic information of the meeting venue				

2. Concerning the meeting:	1	2	3	4
Agenda and timetable followed and covered				
Quality and clearness of presentations given at the meeting				
Practical arrangements of the meeting (e.g. venue, logistic)				
Personal enrolment in meeting work and discussions				
Coordinator attitude and way of handling the meeting				
Others enrolment in meeting work and discussions				
General group dynamic during the meeting				
Own chance to intervene and actively participate in the meeting outcomes				
Decisions process taken in the meeting				

3. Concerning the work carrying out after the meeting:	1	2	3	4
Clear agreement on next steps and deadlines				
Accessibility of all meeting presentations and documents				
Clear meeting minutes and to do list				

4. Comments

[Date of the TPM]

DIGIWELD
DIGITAL EDUCATION AND TRAINING IN WELDING

Co-funded by the
Erasmus+ Programme
of the European Union

Annex 3 | Quality Assessment Questionnaire (Results/Outputs)

DIGIWELD

DIGIWELD Quality Assessment Questionnaire
(First Quality Report)

The purpose of this Quality Assessment Questionnaire is to collect DIGIWELD Partners' feedback about the quality of the project's results/outcomes achieved, covering the ones scheduled to be completed by the end of M12.

In this context, we kindly ask you to analyse each Result and rate it by using an **X** in the provided scale, which ranges from **1 (Poor Quality)** to **5 (High Quality)**. Please register any Observation you believe is important regarding each Result.

The results obtained will be processed and analysed and will constitute an important part of the 1st DIGIWELD Quality Report (M13).

Therefore, we thank you in advance for your contributions!

Result(s)	Leader	Rate 1 -	2	3	4	5 +	Observation(s)
1 External Survey related the acceptance of the simulator as digital tool for teaching/learning/practising activities	EWF						
1 Internal Survey related to Access conditions to the European Welder (EW) training course, New theorical topic related to Computer & Simulation on EW Guideline and Practical training	EWF						
1 Updated curricula for Guideline EWF IAB –089r5–14 [IO1]	EWF						
1 Needs Analysis Report [IO1]	EWF						

DIGIWELD
DIGITAL EDUCATION AND TRAINING IN WELDING

Co-funded by the
Erasmus+ Programme
of the European Union

Result(s)	Leader	Rate					Observation(s)
		1 -	2	3	4	5 +	
1 Quality Management Plan	EWF						
1 Dissemination Plan	IIS						
Website of the project	IIS						
Project Logo	IIS/EWF						
Project Flyers	IIS						
Project Facebook Page	IIS						
Project Twitter	IIS						
Short-term joint staff training event (C2 – Improving digital competences)	CESOL/ASR						

Comments/Suggestions:

Co-funded by the
Erasmus+ Programme
of the European Union

This project has been funded with support from the European Commission.
This publication reflects the views only of the author, and the Commission cannot be
held responsible for any use which may be made of the information contained therein.

Co-funded by the
Erasmus+ Programme
of the European Union

Annex 4 | *C2 – Improving Digital Competences* **Programme**

Improving Digital Competences. Short-term course C2
03.09.2019 – 07.09.2019

PROGRAMME

Organizer: CESOL – Spanish Association of Welding and Joining Technologies
Calle del Condado de Trevino, 2, local F-31, 28033, Madrid, Spain

Venue: CESOL – Spanish Association of Welding and Joining Technologies
Calle del Condado de Trevino, 2, local F-31, 28033, Madrid, Spain

Day 1 – Tuesday |03.09.2019

Hour	Activity	Trainer/Affiliation
09.00	Registration	all
09.30	C2. Training Course. Training digital tools and methodology, part I	Savu Sorin/ASR
11.00	Coffee Break	
11.15	C2. Training Course. Training digital tools and methodology, part II	Marinescu Livia/CNT
13.00	Lunch Break	
14.30	C2. Training Course. Training digital tools and methodology, part III	Savu Sorin/ASR
16.00	Coffee Break	
16.15	C2. Training Course. Training digital tools and methodology, part III	Marinescu Livia/CNT
17.00	End of Course	

Day 2 – Wednesday |04.09.2019

Hour	Activity	Trainer/Affiliation
09.00	C2. Training Course. Learning Management System, part I	Savu Sorin/ASR
11.00	Coffee Break	
11.15	C2. Training Course. Learning Management System, part II	Marinescu Livia/CNT
13.00	Lunch Break	
14.30	C2. Training Course. Learning Management System, part III	Savu Sorin/ASR
16.00	Coffee Break	
16.15	C2. Training Course. Learning Management System, part IV	Marinescu Livia/CNT
17.00	End of Course	

Day 3 – Thursday |05.09.2019

Hour	Activity	Trainer/Affiliation
09.00	C2. Training Course. Learning Management System, part V	Savu Sorin/ASR
11.00	Coffee Break	
11.15	C2. Training Course. Welding Simulators, part I	Rocio Diaz Gomez/ATS
13.00	Lunch Break	
14.30	C2. Training Course. Welding Simulators, part II	Carmen Mihailescu/CNT
16.00	Coffee Break	
16.15	C2. Training Course. Welding Simulators, part III	Rocio Diaz Gomez/ATS
17.00	End of Course	

Day 4 – Friday |06.09.2019

Hour	Activity	Trainer/Affiliation
09.00	C2. Training Course. Learning Management System, part V	Savu Sorin/ASR
11.00	Coffee Break	
11.15	C2. Training Course. Welding Simulators, part IV	Marta Toronjo/ATS
13.00	Lunch Break	
14.30	C2. Training Course. Welding Simulators, part V	Carmen Mihailescu/CNT
16.00	Coffee Break	
16.15	C2. Training Course. Welding Simulators, part VI	Juan Vicente Rosell/CESOL
17.00	End of Course	

Day 5 – Saturday |07.09.2019

Hour	Activity	Trainer/Affiliation
09.00	C2. Examination	Marco Interrante/IIS
11.00	Coffee Break	
11.15	C2. Evaluation	Susana Nogueira /EWF
13.00	Lunch Break	
14.30	C2. Evaluation	Susana Nogueira /EWF
16.00	Coffee Break	
16.15	C2. Evaluation	Susana Nogueira /EWF
17.00	End of Course	

Co-funded by the
Erasmus+ Programme
of the European Union

Annex 5 | C2 Assessment Questionnaire

DIGIWELD

Short-Term Joint Staff Training Event | "Improving Digital Competences" (C2)
CESOL (Madrid, Spain) | September 03rd – 07th 2019

Assessment Questionnaire

The purpose of "Improving Digital Competences" Short-Term Joint Staff Training Event (Learning Activity) was to transfer the knowledge related to simulators and network of simulators in terms of operating systems, internet connection, local networks, administrators and clients of a network as well as digital tools for learning.

In this context, this Questionnaire was designed to gather participants' feedback regarding the adequacy and usefulness of this Learning Activity.

Thank you for your cooperation!

For each topic presented below, please indicate your degree of satisfaction using a rate from 1 (Very unsatisfied) to 4 (Very satisfied).

1. Concerning the Learning Activity's preparation	1	2	3	4
Sufficient notice of the Agenda				
Information provided before the Learning Activity				
Preparation of other participants for the Learning Activity				
Logistic information of the Learning Activity's venue				
Add your comments:				

2. Concerning the Learning Activity's development	1	2	3	4
Compliance with Agenda (i.e. topics) and timetable				
Participants' enrolment in the Learning Activity's work and discussions				
General group dynamic during the Learning Activity				
Own chance to intervene and actively participate in the Learning Activity				
Duration of the Learning Activity				
Add your comments:				

3. Concerning the training contents used in the Learning Activity	1	2	3	4
Acquisition of new insights regarding digital competences				
Adequacy of the training contents to own expectations				
Clearness of the contents				
Innovative aspects of slides and presentation				
Extent of slides presentation				
Add your comments:				

Project 2018-1-RO01-KA002-049218
Activity: Learning activity – (CESOL [Madrid] | September 03rd-07th, 2019)

Page | 1

Co-funded by the
Erasmus+ Programme
of the European Union

This project has been funded with support from the European Commission.
This publication reflects the views only of the author, and the Commission cannot be
held responsible for any use which may be made of the information contained therein.

DIGIWELD
DIGITAL EDUCATION AND TRAINING IN WELDING

Co-funded by the
Erasmus+ Programme
of the European Union

DIGIWELD

4. Conditions provided by the host of the Learning Activity	1	2	3	4
Training room (e.g. light, temperature, noise...)				
Equipment for training				
Facilities of the practical training				
Consumables and other required materials				
Add your comments:				

5. Do you consider that, in the end of this Learning Activity, you are able to participate as trainer in disseminating the discussed training topics to others (trainers and/or trainees)?

Yes ☐   No ☐

a. In case your answer was No, please explain why:

_____
_____
_____
_____

6. Please state 3 positive aspects of this Learning Activity:

1. _____
   _____
2. _____
   _____
3. _____
   _____

7. In your opinion, which are the aspects to be improved and to be taken in consideration for future DIGIWELD Learning Activities?

_____
_____
_____
_____
_____
_____
_____

DIGIWELD
DIGITAL EDUCATION AND TRAINING IN WELDING