



**Questionnaire and check list for
WP 06: Five Thematic Compendia
WP 07: Curriculum Guidelines
WP 08: National Pilot Courses
April 2018 – Nov 2018**

Name of my organisation	
My name	
Date for e-mailing this report to my partners	

Content

1. WP03: THE COMMUNICATION PORTAL	2
1.1. The overall usefulness of the portal.....	2
1.2. The design	2
1.3. The structure	2
1.4. The communication.....	2
1.5. The workload.....	3
2. WP04: ONLINE SURVEYS AND INTERVIEWS	4
2.1. Online surveys	4
2.2. Interviews and summaries	Fejl! Bogmærke er ikke defineret.
2.3. The communication.....	5
2.4. The workload.....	5
3. WP04: THE STATE OF THE ART REPORT	5
3.1. The overall usefulness of the State of the Art Report.....	5
3.2. The structure	6
3.3. The content	6
4. CONFIRM CONTACT INFORMATION	7
4.1 Key Persons	7
4.2 Other members	7
TIME USED ON FILLING OUT THIS QUESTIONNAIRE FOR WP03/WP04	7

1. WP06: Five Thematic Compendia			
1.1. The overall usefulness of the Five Compendia	Tick a box		
	Yes	No	Don't know
Do you think that the structure of the Compendia (separation in five compendia) is useful?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you find the introduction and foreword useful?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you find the workbook idea (as conclusions) useful?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you have any comments?</i>			
1.2. The Inter-social Compendium	Tick a box		
	Yes	No	Don't know
Have you looked at the Inter-social Compendium?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you find the examples useful?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you find the conclusions/workbook useful?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you have any comments?</i>			
1.3. The Inter-generational Compendium	Tick a box		
	Yes	No	Don't know
Have you looked at the Inter-generational Compendium?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you find the examples useful?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you find the conclusions/workbook useful?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you have any comments?</i>			
1.4. The Inter-regional Compendium	Tick a box		
	Yes	No	Don't know
Have you looked at the Inter-regional Compendium?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you find the examples useful?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you find the conclusions/workbook useful?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<i>Do you have any comments?</i>			
1.5. The Inter-cultural Compendium	Tick a box		
	Yes	No	Don't know
Have you looked at the Inter-cultural Compendium?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you find the examples useful?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you find the conclusions/workbook useful?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you have any comments?</i>			
1.6. The Inter-European Compendium	Tick a box		
	Yes	No	Don't know
Have you looked at the Inter-European Compendium?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you find the examples useful?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you find the conclusions/workbook useful?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you have any comments?</i>			
1.7. Designing the Thematic Compendia	Tick a box		
	Yes	No	Don't know
Could you easily find good practices examples?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Could you easily write the thematic introduction? (if editor)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Could you easily write the conclusions/workbook? (if editor)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you have any comments?</i>			
1.8. The communication	Tick a box		
	Yes	No	Don't know
Did you communicate with the leading partner?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Were the instructions/guidelines clear?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Did you communicate with the editors?			
Was the communication process with the editors appropriate?			
Did you communicate with other partners?			
Was the communication process with other partners appropriate?			
Did you receive necessary working results from partners in-time?			
<i>Do you have any comments or ideas for improvements?</i>			
1.9. The workload	Tick a box		
	Yes	No	Don't know
Was the preparation for the work package well organised?			
Was the division of work appropriate?			
Would you describe the workload as appropriate?			
Could you finish the working steps in-time?			
<i>Do you have any comments or ideas for improvements in upcoming work packages?</i>			

2. WP07: Curriculum Guidelines			
2.1. The overall usefulness of the Curriculum Guidelines	Tick a box		
	Yes	No	Don't know
Have you familiarised yourself with definitions and the guidelines?			
Is the information given useful?			
Have you familiarised yourself with the summary of recommendations from the survey?			
Is the information given useful?			
Were your recommendations well taken into account?			
Did the Guidelines help you to design the national pilot course curriculum?			
<i>Do you have any comments?</i>			

2.2. The communication	Tick a box		
	Yes	No	Don't know
Did you communicate with the leading partner?			
Were the instructions/methods clear?			
Did you communicate with the other partners?			
Was the communication process with other partners appropriate?			
Did you receive necessary working results from partners in-time?			
<i>Do you have any comments or ideas for improvements?</i>			
2.3. The workload	Tick a box		
	Yes	No	Don't know
Was the preparation for the work package well organised?			
Was the division of work appropriate?			
Would you describe the workload as appropriate?			
Could you finish the working steps in-time?			
<i>Do you have any comments or ideas for improvements in upcoming work packages?</i>			

3. WP08: National Pilot Courses			
3.1. The design	Tick a box		
	Yes	No	Don't know
Did you use the Curriculum Guidelines to design the pilot course?			
Did you use the Thematic Compendia to design the pilot course?			
Could you easily design the curricula?			
Would you have needed more support from the peer-group in the design phase?			
Could you easily organise the pilot course?			
<i>Have there been any challenges? Do you have any other comments?</i>			

3.2. The implementation [please do not answer if not yet implemented]	Tick a box		
	Yes	No	Don't know
Would you describe the implementation as successful?			
Did you make an open call for participation in the pilot course?			
Did the pilot course take more than one day?			
Could you find a trainer/trainers easily?			
Could you find participants easily?			
Have there been at least 10 participants in your pilot course?			
Have there been more than 20 participants in your pilot course?			
Did you use the proposed evaluation concept?			
Could you easily implement the evaluation?			
<i>Have there been any challenges? Do you have any other comments?</i>			
3.3. The results [please do not answer if not yet implemented]	Tick a box		
	Yes	No	Don't know
Would you say that the course was addressing the topic appropriately?			
Was the chosen structure of the course efficient?			
Do you think that the participants profited by taking part in the course?			
Could you gain new insights into the Bridging topic which could be useful for further work packages?			
Did you get useful feeds for further developing the curriculum?			
<i>Do you have any comments?</i>			
3.4. The communication	Tick a box		
	Yes	No	Don't know
Did you communicate with the leading partner?			
Were the instructions/methods clear?			
Did you communicate with the other partners?			
Was the communication process with other partners appropriate?			

Do you have any comments or ideas for improvements?

3.5. The workload	Tick a box		
	Yes	No	Don't know
Was the preparation for the work package well organised?			
Was the division of work appropriate?			
Would you describe the workload as appropriate?			
Could you finish the working steps in-time?			
<i>Do you have any comments or ideas for improvements in upcoming work packages?</i>			

4. Confirm contact information

4.1 Key Persons	IF change of person, mention new name and title	Contact info (email, telephone)	Done, Tick
The legal representative	No change		
The project leader/ contact person	No change		
4.2 Other members	IF change of person, please mention names and titles of all staff, you expect will be involved with possible salary refunding	Contact info (email, telephone)	Done, Tick
	No change		

Time used on filling out this questionnaire for WP06/WP07/WP08		Time (h/min)
Name of staff 1		
Name of staff 2		
Name of staff 3		
Total time used		