

# TEACHER

Introducing competence - based preschool teacher education curricula in Bosnia and Herzegovina  
574076-EPP-1-2016-1-BA-EPPKA2-CBHE-JP

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<b>Prepared by :</b>	University of Mostar
<b>Contributors :</b>	All partners
<b>Work package:</b>	6: Quality plan
<b>Date:</b>	20. 12. 2017.

## Regulation of the work of QA&M Committee

According to the conclusion 3. of the First meeting of the Quality Assurance and Monitoring Committee of the Erasmus+ project Introducing competence-based preschool teacher education curricula in Bosnia and Herzegovina (Teacher), hereby the set of rules are given for the realization of the activities foreseen by the Work package 6: Quality Assurance & Monitoring:

### 6.1. QA&M Committee

Members will meet via Skype, two times in the first and the second year of the project and for the purpose of the external evaluation at the end of project. Additional meetings will be organized on the request of the Steering Committee or by a proposal of a member or mutual agreement of the Committee.

### 6.2. Evaluation reports from project meetings

All projects meetings which include several or all project partners will be evaluated according to the Evaluation form attached to this document, to which additional questions can be added if needed. Evaluation form will be collected from each event and a report written across events and per project year.

### 6.3. Student/staff evaluation reports

In the 3<sup>rd</sup> year of the project questionnaires for students and professors will be developed to evaluate their opinion about and satisfaction with the innovated programs. Questionnaires will be sent to students and teachers of the preschool study program at each BH University. Report will contain results per BH university.

### 6.4. Annual progress evaluation reports

Every project partner will fill in Template for QA progress evaluation in which work at each activity is tracked and which will then be a basis for a report on the first and the second year implementation of activities foreseen by the work plans for the first and the second project year.

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## 6.5. External evaluation report

University of Travnik will subcontract an independent agent to conduct external evaluation of project and produce a report.

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Quality control and monitoring progress evaluation form according to the workplan for the project year \_\_\_\_\_

Project partner:

Activities Ref.nr/Sub-ref nr	Title	Planned	Realised	Indicators of progress	Description of tasks and progress	Outcomes
1.1	Constitution of project teams	M1- October 2016				