



## ToWe Project Transnational meeting 2 Evaluation Form

Kingston University, London

9<sup>th</sup> - 10<sup>th</sup> June 2016

**Name:**

**Partner:**

Evaluation of progress made during the meeting

Goals of the transnational meeting 2:

- To review the progress of the Project and Intellectual Outputs to date.
- To plan the next steps for the project (Focus Group 2, Interim Reporting, Quality Assurance, Website etc.)

**Please complete the questions below:**

Preparatory work	Yes	No	Comments
Was sufficient information supplied before the meeting?	X		
Was this information clear and easy to understand?	X		
Did you achieve the tasks you were supposed to deliver before the meeting?	X		
The meeting itself	Yes	No	Comments
Did the meeting give adequate time to introductions and finding out the background of the partners?	X		
Did the meeting address all the aspects of the Project that you expected?	X		
Are you satisfied that you were able to contribute to the discussion and decision making?	X		
Did the meeting adhere to the agenda and were any changes discussed?	X		
Were the goals of the meeting achieved?	X		
Were some goals not met?		X	
Were the Projects presentations and discussions clear and easy to understand?	X		

Other factors	Yes	No	Comments
Was the working environment satisfactory?	X		
Was the accommodation, food and the social element satisfactory?	X		
We now know each other well (professionally)	X		Getting better and better
Follow-up	Yes	No	Comments
There is a clear and reasonable timetable in place	X		
I understand my role and that of my institution/setting in the project	X		

1. What do you consider to be the main strengths of this project?

The manuals gives us a possibility to do good changes in our practice. We see that ~~that~~ <sup>ready</sup> our practice change to the better

The training week for the practitioners was good and made them very enthusiastic about starting the project.

2. Were there any weak points?

Time can be an issue for the practitioners.

3. Can you see any problem areas for the project that should be tackled as soon as possible?

Making a good coherence between the manuals/materials

Not everything in the audit tools are relevant for every setting partner (Audit Tool for Meal Times)

4. If so, please suggest some measures or ways for solving the problem(s)

Make sure there is something in each manual that provides coherence between them

Reduce/correct some of the bullet points in the audit tools (different cultural context)

Thank you very much



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Preparatory work	Yes	No	Comments
Was sufficient information supplied before the meeting?	X		
Was this information clear and easy to understand?	X		
Did you achieve the tasks you were supposed to deliver before the meeting?	X		Perhaps we should have brought tickets <del>and</del>
The meeting itself	Yes	No	Comments
Did the meeting give adequate time to introductions and finding out the background of the partners?	X		
Did the meeting address all the aspects of the Project that you expected?	X		
Are you satisfied that you were able to contribute to the discussion and decision making?	X		
Did the meeting adhere to the agenda and were any changes discussed?	X		
Were the goals of the meeting achieved?	X		
Were some goals not met?		X	
Were the Projects presentations and discussions clear and easy to understand?	X		

Other factors	Yes	No	Comments
Was the working environment satisfactory?	X		
Was the accommodation, food and the social element satisfactory?	X		
We now know each other well (professionally)	X		
Follow-up	Yes	No	Comments
There is a clear and reasonable timetable in place	X		
I understand my role and that of my institution/setting in the project	X		

1. What do you consider to be the main strengths of this project?

- The positive energy and willing to work that everybody does have.
- Implication of setting partners
- Good materials to work with
- Professional quality and knowledge of H-i partners
- Good organisation

2. Were there any weak points?

- Little time to work on time at school (especially for the web site, paper work, etc)
- Difficulties to transmit the "feelings" and "climate" of the meetings to the rest of the team that cannot come to the meetings / focus groups / training week...

3. Can you see any problem areas for the project that should be tackled as soon as possible?

For me it is difficult to understand some of the economic parts, time-sheets, etc.

4. If so, please suggest some measures or ways for solving the problem(s)

It would be very helpful to have a "model" of time-sheet or "project-management" sheet of what tasks are expected for us to have been done, and how much time/money is expected for each of them. Just like an example to follow. I think it would make it

Thank you very much more clear and easy.



## ToWe Project Transnational meeting 2 Evaluation Form

Kingston University, London

9<sup>th</sup> - 10<sup>th</sup> June 2016

**Name:** NATALIA TOKMO

**Partner:** PETITS ESCOLA

Evaluation of progress made during the meeting

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**Please complete the questions below:**

Preparatory work	Yes	No	Comments
Was sufficient information supplied before the meeting?	X		
Was this information clear and easy to understand?	X		
Did you achieve the tasks you were supposed to deliver before the meeting?	X		
The meeting itself	Yes	No	Comments
Did the meeting give adequate time to introductions and finding out the background of the partners?	X		
Did the meeting address all the aspects of the Project that you expected?	X		
Are you satisfied that you were able to contribute to the discussion and decision making?	X		
Did the meeting adhere to the agenda and were any changes discussed?	X		
Were the goals of the meeting achieved?	X		
Were some goals not met?		X	
Were the Projects presentations and discussions clear and easy to understand?	X		

Other factors	Yes	No	Comments
Was the working environment satisfactory?	X		
Was the accommodation, food and the social element satisfactory?	X		
We now know each other well (professionally)	X		
Follow-up	Yes	No	Comments
There is a clear and reasonable timetable in place	X		
I understand my role and that of my institution/setting in the project	X		

1. What do you consider to be the main strengths of this project?

- university and settings working together.
- we are all really motivated and implicated.
- there's a continuous work that makes evident our improvements in the settings.
- comparing the different realities of the three countries makes the project realistic.

2. Were there any weak points?

- The distance could be a weak point. ~~if we were~~ It could be better if we had more meetings to talk about how the project is going. the website is a good way for us to share and to solve this problem.

3. Can you see any problem areas for the project that should be tackled as soon as possible?

- the most difficult part for us is the economic one, time sheets, tickets, ... An example for us could help a lot.  
Project management

4. If so, please suggest some measures or ways for solving the problem(s)

Thank you very much



## ToWe Project Transnational meeting 2 Evaluation Form

Kingston University, London

9<sup>th</sup> - 10<sup>th</sup> June 2016

Name: **NIREIA MIRALPEIX ANGLERILL**

Partner: **SUARA COOPERATIVA, NAS BALMANYA**

Evaluation of progress made during the meeting

Goals of the transnational meeting 2:

- To review the progress of the Project and Intellectual Outputs to date.
- To plan the next steps for the project (Focus Group 2, Interim Reporting, Quality Assurance, Website etc.)

Please complete the questions below:

Preparatory work	Yes	No	Comments
Was sufficient information supplied before the meeting?	X		
Was this information clear and easy to understand?	X		
Did you achieve the tasks you were supposed to deliver before the meeting?		X	I would like to bring evidences of our work until now
The meeting itself	Yes	No	Comments
Did the meeting give adequate time to introductions and finding out the background of the partners?	X		
Did the meeting address all the aspects of the Project that you expected?	X		
Are you satisfied that you were able to contribute to the discussion and decision making?	X		
Did the meeting adhere to the agenda and were any changes discussed?	X		
Were the goals of the meeting achieved?	X		
Were some goals not met?		X	
Were the Projects presentations and discussions clear and easy to understand?	X		

Other factors	Yes	No	Comments
Was the working environment satisfactory?	X		REALLY NICE AND VERY EFFICIENT ENVIRONMENT
Was the accommodation, food and the social element satisfactory?	X		
We now know each other well (professionally)	X		REALLY NICE PROFESSIONALS
Follow-up	Yes	No	Comments
There is a clear and reasonable timetable in place	X		
I understand my role and that of my institution/setting in the project	X		The most difficult for me is THE TIMESHHEET / PROJECT MANAGEMENT TO JUSTIFY ... NOT REALLY CLEAR.

1. What do you consider to be the main strengths of this project?

THE TEAM all the professionals that works on this project are very implicated and with ilusion to implement all the changes! 😊

2. Were there any weak points?

It's difficult to organize the time in our setting to can work ~~can~~ with all that we want to, but we'll find the way.

3. Can you see any problem areas for the project that should be tackled as soon as possible?

no, I think that every problem that we find we ~~start~~ solving at the moment.

4. If so, please suggest some measures or ways for solving the problem(s)

\_\_\_\_\_

Thank you very much





## ToWe Project Transnational meeting 2 Evaluation Form

Kingston University, London

9<sup>th</sup> - 10<sup>th</sup> June 2016

Name:

Partner:

Evaluation of progress made during the meeting

Goals of the transnational meeting 2:

- To review the progress of the Project and Intellectual Outputs to date.
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Please complete the questions below:

Preparatory work	Yes	No	Comments
Was sufficient information supplied before the meeting?	X		
Was this information clear and easy to understand?	X		
Did you achieve the tasks you were supposed to deliver before the meeting?		X	The reason that I myself did not manage to fulfil everything.
The meeting itself	Yes	No	Comments
Did the meeting give adequate time to introductions and finding out the background of the partners?	X		
Did the meeting address all the aspects of the Project that you expected?	X		
Are you satisfied that you were able to contribute to the discussion and decision making?	X		The atmosphere is quite open. I could speak freely.
Did the meeting adhere to the agenda and were any changes discussed?	X		very effective time management
Were the goals of the meeting achieved?	X		
Were some goals not met?		X	
Were the Projects presentations and discussions clear and easy to understand?	X		yes because we also could discuss with our mates of the same language.

Other factors	Yes	No	Comments
Was the working environment satisfactory?	X		
Was the accommodation, food and the social element satisfactory?	X		
We now know each other well (professionally)	X		
Follow-up	Yes	No	Comments
There is a clear and reasonable timetable in place	X		We repeated the tasks and timetable
I understand my role and that of my institution/setting in the project	X		

1. What do you consider to be the main strengths of this project?

The collaboration between the HEIs and the setting partners. It is about linking theory and practice. All the setting partners are very enthusiastic and have different competencies to bring to the project. We benefit from the transnational collaboration / sharing of knowledge.

2. Were there any weak points?

Time! To put all the wonderful suggestions into work. Do, what I intend to do / have promised.

3. Can you see any problem areas for the project that should be tackled as soon as possible?

Clarify the work on 107 Case Study Impact Report.

4. If so, please suggest some measures or ways for solving the problem(s)

The partners at NIS have to elaborate their ideas and make them more explicit in January 2017 at the latest.

Thank you very much



## ToWe Project Transnational meeting 2

### Evaluation Form

Kingston University, London

9<sup>th</sup> - 10<sup>th</sup> June 2016

Name: **CARME FLORES**

Partner: **BLANQUERNA HEI SPAIN**

Evaluation of progress made during the meeting

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Please complete the questions below:

Preparatory work	Yes	No	Comments
Was sufficient information supplied before the meeting?	X		
Was this information clear and easy to understand?	X		Well organised. We were well informed by several e-mails.
Did you achieve the tasks you were supposed to deliver before the meeting?	X		The Focus Group took place in May (19th)
The meeting itself	Yes	No	Comments
Did the meeting give adequate time to introductions and finding out the background of the partners?	X		Yes, the feedback of the FGroups gave us information from partners
Did the meeting address all the aspects of the Project that you expected?	X		
Are you satisfied that you were able to contribute to the discussion and decision making?	X		It was a very participatory discussion with interesting and effective contribution
Did the meeting adhere to the agenda and were any changes discussed?	X		
Were the goals of the meeting achieved?	X		Yes. All goals were achieved through discussion, agreements and reflection
Were some goals not met?		X	
Were the Projects presentations and discussions clear and easy to understand?	X		

Other factors	Yes	No	Comments
Was the working environment satisfactory?	X		It was very satisfactory to see how much the different partners (SP+HEI) contributed and complemented each other!!!
Was the accommodation, food and the social element satisfactory?	X		
We now know each other well (professionally)	X		
Follow-up	Yes	No	Comments
There is a clear and reasonable timetable in place	X		
I understand my role and that of my institution/setting in the project	X		Very much!

1. What do you consider to be the main strengths of this project?

- The collaborative approach (among all members), specially between SP + HEIs.
- The reflective side and the applicability/impact on ECE ~~and~~ practice and initial/continuous professional development training.

2. Were there any weak points?

- Some partners have not had time yet to focus on the website activity/resources.

Financial information is hard work for some members.

3. Can you see any problem areas for the project that should be tackled as soon as possible?

→ ?

The project forms have been enforcing, but we have decided to change their organisation.

4. If so, please suggest some measures or ways for solving the problem(s)

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Thank you very much



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Kingston University, London

9<sup>th</sup> - 10<sup>th</sup> June 2016

**Name:** Yasmin Mukadam

**Partner:** Kingston University

Evaluation of progress made during the meeting

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Please complete the questions below:

Preparatory work	Yes	No	Comments
Was sufficient information supplied before the meeting?	✓		excellent information clear & concise
Was this information clear and easy to understand?	✓		
Did you achieve the tasks you were supposed to deliver before the meeting?	✓		
The meeting itself	Yes	No	Comments
Did the meeting give adequate time to introductions and finding out the background of the partners?	✓		
Did the meeting address all the aspects of the Project that you expected?	✓		
Are you satisfied that you were able to contribute to the discussion and decision making?	✓		
Did the meeting adhere to the agenda and were any changes discussed?	✓		
Were the goals of the meeting achieved?	✓		good discussions with all contributions valued
Were some goals not met?	<del>✓</del>	✓	
Were the Projects presentations and discussions clear and easy to understand?	✓		

Other factors	Yes	No	Comments
Was the working environment satisfactory?	✓		
Was the accommodation, food and the social element satisfactory?	✓		well organized room & refreshments
We now know each other well (professionally)	✓		
Follow-up	Yes	No	Comments
There is a clear and reasonable timetable in place	✓		
I understand my role and that of my institution/setting in the project	✓		

1. What do you consider to be the main strengths of this project?

The collaborative discussions at the meetings, events and through email communication. Participation from each HEI partner and setting is detailed and very interesting. Commitment to the project is evident.

2. Were there any weak points?

None

3. Can you see any problem areas for the project that should be tackled as soon as possible?

Ensure the website forum section is clearly defined to ensure all partners are using the same page to comment and raise discussions

4. If so, please suggest some measures or ways for solving the problem(s)

The Project leader, Helen is planning to address the above issue.

Thank you very much



## ToWe Project Transnational meeting 2 Evaluation Form

Kingston University, London

9<sup>th</sup> - 10<sup>th</sup> June 2016

Name: *Alison McGee*

Partner: *Achieving for Children (AFC)*

Evaluation of progress made during the meeting

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Please complete the questions below:

Preparatory work	Yes	No	Comments
Was sufficient information supplied before the meeting?	✓		
Was this information clear and easy to understand?	✓		
Did you achieve the tasks you were supposed to deliver before the meeting?	✓		<i>Yes, as regular email contact supports this</i>
The meeting itself	Yes	No	Comments
Did the meeting give adequate time to introductions and finding out the background of the partners?	✓		
Did the meeting address all the aspects of the Project that you expected?	✓		<i>Yes - and more, as all shared how materials used in own contexts</i>
Are you satisfied that you were able to contribute to the discussion and decision making?	✓		<i>Yes, all included + felt comments made were valued by others</i>
Did the meeting adhere to the agenda and were any changes discussed?	✓		<i>Changes to timings only on day 1</i>
Were the goals of the meeting achieved?	✓		<i>Definitely</i>
Were some goals not met?		✓	
Were the Projects presentations and discussions clear and easy to understand?	✓		<i>Great to hear from others + his's presentation great!</i>

Other factors	Yes	No	Comments
Was the working environment satisfactory?	✓		
Was the accommodation, food and the social element satisfactory?	✓		Hela always ensures refreshments, etc. available
We now know each other well (professionally) A sense of 'mutual support' felt or undertake project together ←	✓		A very warm and friendly group - open to sharing.
Follow-up	Yes	No	Comments
There is a clear and reasonable timetable in place	✓		All clear of next steps
I understand my role and that of my institution/setting in the project	✓		Good to clarify recording of TIMESheet + I.O.S hrs.

1. What do you consider to be the main strengths of this project?

The enthusiasm and openness of all partners involved, the warmth and respect shown.  
 - the sharing of ideas + practice  
 - the flexibility of use of materials + opportunity to 'shape the materials'.  
 - the expected impact - already being evident

2. Were there any weak points?

No

3. Can you see any problem areas for the project that should be tackled as soon as possible?

No → issues arising, such as adaptation to website, discussed during this meeting and will be resolved.

4. If so, please suggest some measures or ways for solving the problem(s)

Thank you very much

Thank you for effort involved in preparation and overseeing!





**ToWe Project Transnational meeting 2  
Evaluation Form**

Kingston University, London

9<sup>th</sup> - 10<sup>th</sup> June 2016

Name: *Helen Sutherland*  
 Partner: *Kingston University*  
 Evaluation of progress made during the meeting

Goals of the transnational meeting 2:

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Please complete the questions below:

<b>Preparatory work</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
Was sufficient information supplied before the meeting?	✓		
Was this information clear and easy to understand?	✓		<i>Agenda sent out for points prior to meeting</i>
Did you achieve the tasks you were supposed to deliver before the meeting?	✓		<i>Yes all agenda points covered</i>
<b>The meeting itself</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
Did the meeting give adequate time to introductions and finding out the background of the partners?	✓		
Did the meeting address all the aspects of the Project that you expected?	✓		
Are you satisfied that you were able to contribute to the discussion and decision making?	✓		
Did the meeting adhere to the agenda and were any changes discussed?	✓		
Were the goals of the meeting achieved?	✓		
Were some goals not met?		✓	
Were the Projects presentations and discussions clear and easy to understand?	✓		

Other factors	Yes	No	Comments
Was the working environment satisfactory?	✓		
Was the accommodation, food and the social element satisfactory?	✓		
We now know each other well (professionally)	✓		
Follow-up	Yes	No	Comments
There is a clear and reasonable timetable in place	✓		Yes meetings and actions set in minutes
I understand my role and that of my institution/setting in the project	✓		

1. What do you consider to be the main strengths of this project?

The collaborative approach, sharing of SP's practice. Enthusiasm and passion demonstrated by the partners. All fulfilling the requirements of the project. Excellent contributions commitment to the project.

2. Were there any weak points?

None that I can think of.

3. Can you see any problem areas for the project that should be tackled as soon as possible?

None that I can think of.

Though partners meeting the requirements of the Progress @ Interim Report.  
Targets set out in meeting T2.

4. If so, please suggest some measures or ways for solving the problem(s)

Partners being clear on requirements/their contribution @ deadlines.

Thank you very much