

## Report on Implementation of The Project

<b>Deliverable No.</b>	21	
<b>Deliverable Title</b>	An Informative Website	
<b>Type of deliverable</b>	Other products	
<b>Deadline</b>	01/06/2011	
<b>Delivery Date</b>	01/06/2011	
<b>Dissemination level</b>	International level	
<b>Target group(s)</b>	Teachers Students Trainees Administrative and other non-teaching staff Library Other	
<b>Language(s)</b>	English	
<b>Description</b>	An informative web site will be developed to post the project objective and activities, published reports and the details of the proposed program curriculum, in order to increase awareness of a wider (including regional and international) audience about the program benefits. The web site will be developed, maintained and hosted at YU.	
<b>Workgroup leader</b>	<b>Osamah Badarneh</b> Yarmouk university, Telecommunication Engineering Dept.	
<b>Workgroup</b>	<b>Name</b>	<b>Institution</b>
	Haythem Bany Salameh	Yarmouk university, Telecommunication Engineering Dept.
	Mohammad Bataineh	Yarmouk university, Telecommunication Engineering Dept.
	Ahmad Al-Zeiot	Information and Computer Center
	Ahmad Al-Tamimi	Information and Computer Center
	Khaleel Karasneh	Information and Computer Center

## REPORT ON IMPLEMENTATION OF THE DELIVERABLE

Please provide an overview on **implementation of the deliverable**, by following the instructions below.

### Overall achievements

Please provide a description of the activities carried out since the start of the deliverable and describe to what extent, the results achieved since the beginning of the deliverable, are contributing to the project objectives.

This deliverable reports the activity of the project website within the first 6 months. The main target of the project website is to increase the audience awareness about the program benefits by establishing a dedicated website. The project website has been developed, hosted, and being continuously maintained and updated by YU throughout the duration of the project. The address of the website is: <http://mte-eua.yu.edu.jo/>. The website contains several sections. However, each section is divided into several subsections. The following figure shows a snapshot of the website home-page.



Through several meetings conducted by work group at YU the final layout of the existing project website was created and developed:

- Home: Under this menu you can find the name of the project and a brief description about it.

- Tempus: Under this menu a brief description of TEMPUS programs is presented. For those that are interested to know more details about TEMPUS programs, there is link to the main TEMPUS website and also a link for National tempus office at Jordan.
- The Project: Under this menu, different submenus are available:
  - Background: A brief background about the objectives of the project is presented.
  - Objectives: Summarize the main short-term and long-term objectives of the project.
  - Output: Contains the output/outcomes of the projects.
  - Management: Describes management activities of the project.
  - Dissemination: Contains the strategy of the dissemination and how dissemination can be achieved.
  - Consortium: Contain our consortium from the academic institutions and a brief description.
  - Staff: List the names of the people involved in the project.
- Documentation:
  - Dissemination: describes how information about the project and its activities is disseminated. All documents related to the dissemination are posted inside this section.
  - Curriculum review: Describes the review of the existing master program and the activities carried out. MOM, review forms, and any other documents related to the curriculum review will be posted here.
  - Management meeting: All the activities about management meetings and their results are posted here.
  - Progress report: Contains the form of the progress report
  - Financial review: Contains the annual budget reports
  - Workshop documentation: ??????????????
  - MOU: Information about the memorandum of understanding between all project partners and their activities are posted.
  - Informative website: Describes the main objective of the website.
  - E-database: This area is dedicated for group leaders and their members. Only authorized person will be able to access this area. It contains several forms that should be filled and eventually submitted online to the coordinator of the project.
  - Awareness: Contains information how the awareness of EU educational system is achieved .
  - QC plan: Reports about quality control of the projects will be posted here or any

other relevant information.

- News and events: News and events about the projects will be posted
- Partner area: Forms that are required to be filled by the partners will be posted here. In order to access a specific form or to upload a report only authorized people will be able to do so.
- Contact us: Contain the information you need to send your questions either about the project or the website.

A set of activities were carried out to create and continuously update the website. These activities are summarized as follows:

1. The work group discussed the general structure of the website and its layout, taking into consideration that the website should be User-friendly and reflects the project name and the grant holder. In addition it must contains all information about the project, including, project purpose, project description, Staff, consortiums, and logos, etc.
2. Information about the activities of the project are posted on the project website. Each work package has its own section and under this section all the documents related to this work package are posted. In addition, results and other activities are also posted.
3. The project website is being continuously updated regarding the content of both its parts.

### **Coherence with the workplan and comments on deviations and modifications**

Please write in this section the main changes which have occurred compared with the original project proposal. (More detailed information is requested in the relevant sections below).

All the activities which have been conducted in this work package were in accordance with the planned one and no deviations were noticed.

### **Obstacles and shortcomings**

Please describe any obstacles and/or shortcomings experienced during the period covered by the report and the measures taken by the project team to address them.

1. Domain name: In order to make the project domain name reflects the grant holder (YU) a permission from computer center at YU was required. The work group members from the computer center solve this after discussion the director of the computer center.
2. Content Management System (CMS): The CMS should support various features:
  - Number of pages: Create unlimited number of pages
  - Content of pages: Edit/delete the content of pages (Images, videos, audios and text files)
  - Access control: Control the access to content of the website (Documentations) based on user roles.
  - Scalable: Allow a large number of people to contribute and to share content



After deep discussion of the aforementioned features with the work group members from the computer center, they proposed using JOOMLA CMS because it is an open source and they are familiar with it.

**Development of programmes and courses**

Please provide a description of the teaching/training programme(s) (undergraduate/postgraduate programmes, intensive courses, training modules to academic or non-academic staff, etc.) that the beneficiaries are developing or of the introduction of the new programme(s) and the state-of-play of these developments at the time of submitting the report. If unforeseen changes in the original plans occurred, please describe the type of changes and the measures taken to address them. Please also indicate the activities you plan to carry out before the end of the project. If this section is not relevant for your project, please write 'Not Applicable'.

Not Applicable

**Restructuring: university management and governance**

Please provide information on the institutional changes that the project is introducing in the Partner Country beneficiaries (institutions), the state-of-play of project activities and any changes which occurred compared with the original plans. Please also indicate the activities you plan to carry out before the end of the project. Examples: establishment of new units/faculties, establishment/upgrading of libraries, establishment/restructuring of international relation offices, introduction of reforms to university governance (i.e. decision process, autonomy, accountability). If this section is not relevant for your project, please write 'Not Applicable'.

Not Applicable



**Staff (re-)training**

Please provide a description of the activities carried out in order to train the staff of the partner country participating institutions. Please also provide an outline of the selection criteria for the different groups of people who have participated in the implementation of these activities. Please describe any change in comparison with the original proposal and indicate the activities that you plan to carry out before the end of the project.

Not Applicable

**Staff mobility**

Please provide an outline of the staff mobility scheme and the selection criteria used for the different groups of people that participate in mobility. Please describe the activities carried out so far, how mobility activities have been organised by home institutions and how mobility helped and/or will help achieve the project's objectives. Information about how the home institutions recognise the mobility should also be provided. If unforeseen changes in your original plan occurred, indicate the type of changes and the measures taken to address them. Please also indicate the activities that you plan to carry out before the end of the project.

Not Applicable



**Student mobility**

Please provide an outline of the student mobility scheme and the selection criteria for the different groups of students that participate in mobility. Please describe the activities carried out so far, how mobility activities have been organised by home institutions and how mobility helped and/or will help achieve the project's objectives. Information about how the home institutions recognise the mobility (credit transfer, double diploma, diploma supplement, etc.) should also be provided. If unforeseen changes in your original plan occurred, indicate the type of changes and the measures taken to address them. Please also indicate the activities that you plan to carry out before the end of the project. If this section is not relevant for your project, please write 'Not Applicable'.

Not Applicable

**Academic co-ordination and administrative management**

Please describe how the division of labour is managed between the various beneficiaries , for both academic co-ordination and administrative management. Particular attention should be paid to the description of how this division of labour is managed in areas such as communication and the decision-making process used. Please also describe how day-to-day project activities are managed, indicating what kind of administrative support or other support you have received from the beneficiaries (institutions). If you encountered difficulties related to the management of the project, please indicate the type of problems and the solutions found to address them.

Not Applicable



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**Yarmouk University**  
**Project: 511074-TEMPUS-1-2010-1-JO-TEMPUS-JPCR**



**Equipment**

Please outline the equipment purchased, explain where the equipment has been installed, who will benefit from it and have access to it and plans for future maintenance. Please also describe the activities that you plan to carry out before the end of the project, in relation to the equipment purchased/installed. If unforeseen changes in your original plan occurred, indicate the type of changes and the measures taken to address them. If this entry is not relevant for your project, please write 'Not Applicable'.

Not Applicable

**Dissemination**

Please describe what has been done to disseminate the results of the activities carried out to date, both within the framework of the project and outside the project. In particular, you should refer to the definition of tasks and the dissemination channels used to make the project results available to larger beneficiary groups. If a web site for the project has been created, please provide the address. If there have been any unexpected positive secondary effects from project activities, please describe them in this section. Please indicate any change which occurred in comparison with the original plans for dissemination and the activities you plan to carry out before the end of the project, to disseminate the project results.

A presentation was done during the kick-off meeting at YU in 16/1/2011





### Sustainability

A project is 'sustainable' when it continues to deliver benefits to the project beneficiaries and/or other target groups for an extended period after the EU's financial assistance has ended. Sustainability may not be relevant for all aspects of a project; in each project some activities or results may be continued, while it may not be necessary to continue others. Sustainability is relevant for issues such as: academic/socio-economic/institutional support (describe the measures undertaken to formalise or institutionalise any links with local non-university partners, to obtain official accreditation of new curricula, etc.), involvement of members from the beneficiaries (institutions)(ownership/motivation), effective management and leadership, active participation of the target group, forecast of needs, availability of resources to continue, making the most of results achieved and a measurable medium/long term impact (long-lasting effects of project cooperation, as well as impact on the beneficiaries (institutions) and target groups). Please explain which of your planned activities and results must be maintained to make your project sustainable. Describe which measures have been taken so far to realistically ensure the continuity of those activities and results beyond the original life- cycle of the project (even when the project is no longer financed by Tempus). Please indicate any changes which occurred in comparison with the original plans and the activities you plan to carry out before the end of the project in order to ensure sustainability.



**Quality control and monitoring**

Please describe what monitoring activities the beneficiaries carry out, in order to assess whether the project proceeds according to the workplan. Please describe the strategy for internal and external evaluation of project results and include measurable quality indicators for progress. In addition to the project results (courses, publications, new institutional structures, etc), you should also pay attention to the project management strategy. In particular, explain what instruments you use to ensure effective quality control (i.e. the Logframe approach, feedback questionnaires for evaluations or surveys, swot analysis, etc.) and who is involved in evaluation (i.e. committee(s), validation commission(s), accreditation board(s), etc.). For external evaluation, please mention the role of independent experts or peer reviewers providing a summary of their evaluation plan and report(s). Please indicate the activities carried out to date, any change which occurred in comparison with the original plans and the activities you plan to carry out before the end of the project.

**Gender balance**

Please explain to what extent the principle of equal opportunities has been taken into account in the project implementation (i.e. gender analysis carried out, presence of women in decision-making bodies, balanced percentage share of women among the teachers or the enrolled students, etc.). Describe how the project helped to promote gender balance and to identify and address factors influencing gender discrimination.



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**Any other comment**

Please provide in this entry, any relevant information you think might be useful for the assessment of your project's implementation (i.e. synergies with other projects, any support from external environment, networking with professional bodies, etc.).