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DISSEMINATION PLAN

Project Title	UNICAC (598340-EPP-1-2018-1-ES-EPPKA2-CBHE-JP)
Work Package	7 – Dissemination
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Author(s)	INCOMA



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1. INTRODUCTION

Work Package (WP) 7 aims at guaranteeing the high potential for project multiplication and to disseminate project results at institutional, national and international levels. In that sense, dissemination activities are an integral part of the project and will be implemented from the very beginning. Therefore, the project foresees multiple awareness raising actions both internally (at the level of the involved institutions) and externally (at national and international levels).

The present document gathers information about the UNICAC dissemination strategy and the different activities that all partners will develop, also providing guidelines for its implementation and for a strong and cohesive project image.

Particular attention has been paid to the dissemination actions at national level in Partner Countries (PC – that is, Uzbekistan, Tajikistan and China), in order to ensure that the impact of the project goes beyond the institutions directly involved. In relation to this and regarding the special nature of the project, quite a large part of activities is integrated within the Development and Sustainability WPs (e.g. network activities and conferences, national roundtables).

In addition to that, the project foresees:

- The development and implementation of extensive project **marketing materials** and an awareness raising strategy;
- **Dissemination via electronic means** (project homepage, online newsletters, download area for project outputs);
- **Internal/institutional information events** to promote the services of International Relations Offices (IROs), ensuring institutional support, disseminating the information about the project and allowing the replication of the knowledge/expertise learned in the trainings to HEI community;
- Organisation of a **Central Asia & China Universities Convention**.

Furthermore, project partners will be encouraged to use any opportunities to raise awareness about the project using their own contacts and dissemination channels (i.e. through membership in international networks/ organisations and professional organisations, during the organisation or participation in third party conferences/meetings/events, through press releases in the media, academic journals, institutional newsletters).

Dissemination activities (WP7) will be coordinated by INCOMA with the support of NPU and will be implemented throughout the whole project lifecycle.



2. DISSEMINATION STRATEGIES

As mentioned, project dissemination contemplates 2 main aspects: the type of dissemination activities and the different dissemination channels used for that purpose.

Since this project addresses the different strategies to promote the international cooperation and internationalisation in the 7 participating Partner Countries (PC) Higher Education Institutions (HEIs) and the replication of the defined cooperation model by other Universities in Uzbekistan (UZ), Tajikistan (TJ) and China (CN), UNICAC foresees **two lines of dissemination actions** particularly interesting to meet this purpose.

On the one hand, institutions involved will carry out **dissemination activities at an institutional level** (internal dissemination) comprehensively targeting the academic and research community: students, academic and administrative staff, researchers, High Directives (Presidents, Rectors, Vice-rectors, Deans). These activities aim at raising awareness about the process to increase the international cooperation of these institutions and at boosting the interest and the participation of these stakeholders in other project activities.

On the other hand, the project also foresees **dissemination activities at a national and international level** (external dissemination), specially targeting the remaining Universities in the 3 PC, their academic community, the different social partners (enterprises, NGOs), students' community, professional organisations and national and international networks.

The objective of the external dissemination activities is to communicate project progress and results, involving local and international institutions that are not direct beneficiaries. This will widen the project scope of action and will contribute to its sustainability.

Furthermore, dissemination activities can be divided into **two main approaches**: onsite events and online communication.

Onsite events specifically foreseen under WP7 (internal information workshops and the Universities Convention) are complementary to the dissemination events included in the rest of activities. As it has been formerly stated, Development and Sustainability WPs contemplate supporting dissemination activities and foresee the involvement of national and international stakeholders across Uzbekistan, Tajikistan and China: participation in training modules implemented within WP2, dissemination Practical Toolkit: "Organisation and Management of International Relation Structures and International Cooperation" (WP2); participation in the comparative analysis of the internationalisation potentials in Teaching, Learning and Research (T/L/R), in the development of Best Practices Book "International Cooperation in Teaching, Learning and Research", and in the preparation of National and Cross-Regional Recommendations for International Cooperation in T/L/R (WP3); participation in the seminars implemented under WP3; participation in the network and its conferences (WP5); participation in national round tables (WP8); dissemination of the Strategic Planning for International Cooperation and of created structures and strategies (WP1 and WP8); participation in activities aimed at ensuring the quality and evaluation of project results (WP6).



The defined **online communication** tools include the creation of the project webpage (development and updating throughout the whole project execution) and the regular publication of electronic newsletters, thus reinforcing face-to-face communication activities.

Moreover, all partners will take all potential opportunities to promote the project and the network, resorting to their net of stakeholders and to their own dissemination channels.

3. TARGET GROUPS

The audience of the dissemination activities is composed by the various target groups of the project.

The main target group (TG) of the project, and in particular of capacity building actions (WP2), are IRO managers, technical coordinators and staff members, involved in international cooperation and related strategies. At strategic level the project also targets decision makers and management staff involved in International Relations, Strategic Planning and/or International Cooperation at each PC HEI.

Both will act as participants in strategic project activities and as beneficiaries of trainings and strategic measures. They will further participate in the development of National Recommendations and Best Practices Manuals and networking activities.

A second target group includes student associations that participate in strategic activities such as the creation of Strategic Plans for International Cooperation (SPIC); members of Working Groups, network and quality control activities; future beneficiaries of the IRO and international collaboration structures.

The third TG includes the entire academic and student community of the participating institutions, who are direct beneficiaries of workshops and info days (dissemination activities) and beneficiaries of the pilot mobility actions and IR services.

Finally, the fourth TG includes HEIS from UZ, TJ and CN not directly involved in the partnership. In order to generate impact at each PC national level, the project foresees multiple actions addressing HEI, research institutions and other third parties within each PC that will benefit from the UNICAC experience and the different activities specifically addressed for them (i.e. in addition to networking activities included in the project, there are multiple dissemination and sustainability actions, such as national roundtables, info days, International Fair; involvement in working groups and dissemination of developed Best Practices Manual and Practical Toolkit). They will be also informed about Erasmus+ opportunities during the conference networks that will be carried out in each PC.



4. PROJECT VISUAL IDENTITY

As defined in this section, all documents and materials produced under the project framework should always respect the UNICAC visual identity.

The partnership shall make use of the templates created by INCOMA when preparing the current Dissemination Plan and the UNICAC visual identity, even if such documents are only draft versions or are solely for internal use.

Even when templates do not apply (e.g.: project brochure or other graphic materials), documents must in all cases include the project logo and code, the Erasmus+ logo and the disclaimer as defined by the European Commission.

Additional templates may be prepared by INCOMA according to the future needs of the Consortium.

4.1. PROJECT LOGO

All documents prepared within the framework of UNICAC must contain its logo and, when possible, the project code: 598340-EPP-1-2018-1-ES-EPPKA2-CBHE-JP, even in draft versions or internal use documents. The project logo in different formats have been uploaded on Teamwork.



As it has been previously stated, the templates created (Word, Excel and Power Point) already include the project logo and no further modification should be done. Even if templates are to be filled in with the pertinent content, format should be respected (project logo, Erasmus+ logo, disclaimer, font type and colours).

Even when templates do not apply, documents must in all cases include the project logo and code, the Erasmus+ logo and the disclaimer as defined by the European Commission (e.g.: project brochure or other graphic materials). In those cases, original document proportion and its colours should be respected. No variation nor visual effects should be made over the project logo.

The UNICAC logo should be placed on the top right corner.



4.2. ERASMUS+ LOGO AND DISCLAIMER

Furthermore, all UNICAC documents must also include the Erasmus+ logo and disclaimer as defined by the European Commission.



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Even when templates do not apply, the original document proportion and its colours should be respected. No variation nor visual effects should be made over the project logo. The text shall never interfere with Erasmus+ logo.

The Erasmus+ logo should be placed on the top left corner.

The Erasmus+ logo that will be included in UNICAC documents is the one stating that the project is co-funded by the Erasmus+ programme, and that can be downloaded from the link: http://eacea.ec.europa.eu/about-eacea/visual-identity_en

Alternative versions of the Erasmus+ logo for coloured backgrounds, can be accessed at:

- Logo for coloured backgrounds (white letters)
http://www.sepie.es/doc/comunicacion/logos/cofinanciado_blancoyazuEN.png
- Monochrome logo (white)
http://www.sepie.es/doc/comunicacion/logos/cofinanciado_blancoEN.png
- Monochrome logo (black)
http://www.sepie.es/doc/comunicacion/logos/cofinanciado_negroEN.png

Besides, in the link below, individuals can check the manual for the use of the EU emblem in the context of EU programmes that offers guidelines for beneficiaries and other third parties:

http://ec.europa.eu/research/pdf/eu_emblem_rules_2012.pdf

Furthermore, the UNICAC and the Erasmus+ logos should be included together with the disclaimer that establishes the author's responsibilities.

The disclaimer should be included in the bottom of the document (as page footer).

The disclaimer (English version) is:



This project has been funded with support from the European Commission. This publication [communication] 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.

The disclaimer in all official EU languages can be accessed at:

http://ec.europa.eu/dgs/education_culture/publ/graphics/beneficiaries_all.pdf

4.3. DOCUMENT TEMPLATES

According to the foreseen needs of project partners, INCOMA has created several templates that will be used by project partners when preparing documents within UNICAC, even if such documents are solely for internal use. All the templates will also be shared on TeamWork.

The templates created include:

- Text document (Word);
- Presentation (PowerPoint);
- Dissemination Report (Word);
- Attendance list (Word);
- Agenda (Word);
- Meeting minutes (Word);
- Certificate of attendance (Word).

Additional templates may be prepared according to the future needs of the Consortium.

All documents should be in line with the following visual identity:

a) DOCUMENT TITLE

- Font: Calibri
- Colour: black
- Size: 18 bold caps lock
- Paragraph: centred
- Interline: 1.15
- Spacing before: 0
- Spacing after: 6

b) HEADING LEVEL 1

- Font: Calibri
- Colour: black
- Size: 12 bold caps lock
- Paragraph: left
- Interline: 1.15
- Spacing before: 0



- Spacing after: 6

c) HEADING LEVEL 2

- Font: Calibri
- Colour: black
- Size: 12 bold caps lock
- Paragraph: left
- Interline: 1.15
- Spacing before: 0
- Spacing after: 6
- Pending: 0.8 cm

d) HEADING LEVEL 3

- Font: Calibri
- Colour: black
- Size: 12 bold caps lock
- Paragraph: left
- Interline: 1.15
- Spacing before: 0
- Spacing after: 6
- Pending: 1.6 cm

e) NORMAL

- Font: Calibri
- Colour: black
- Size: 11
- Paragraph: justified
- Interline: 1.15
- Spacing before: 0
- Spacing after: 6

5. DISSEMINATION ACTIVITIES

The present section includes the description of the dissemination activities foreseen in the proposal (subsections 5.1. to 5.4.) and further considerations about dissemination activities not foreseen in the proposal (subsections 5.5 and 5.6).

5.1. USE OF PROJECT'S VISUAL IDENTITY

The development of the visual identity of the project includes:



- the development and dissemination of project marketing materials including a project book and a comprehensive project marketing package (project logo, posters, leaflets, brochures, promotional material for roundtables & info events, standard press releases);
- the publishing of electronic newsletters every 6 months. For that purpose, an e-mail address database of HEI and contact persons will be created. Newsletters will be accompanied by press releases in newspapers on a regular basis. Newsletter will be published in: M6; M12; M18; M24; M30; M36. INCOMA will prepare the newsletters with the cooperation of all the partners. Each partner will be responsible of the distribution of the newsletters among their stakeholders.

The development of marketing materials will be coordinated INCOMA and will count with the participation of all partners. Besides, each partner will be in charge of distributing and using the developed dissemination materials throughout the whole project execution.

The development and implementation of materials and marketing strategies, as well as the creation of electronic newsletters correspond to activity 7.1. of the Application Form.

5.2. PROJECT AND NETWORK WEBPAGE

UNICAC foresees the creation of the project and network webpage. The activity includes the development and regular update of the project (and network) webpage as a platform for electronic project presentation, external and internal dissemination and efficient communication.

A common virtual reserved area functioning as an intranet will support the management of information and documentation in UNICAC. Indeed, INCOMA has created a network management virtual tool, using Teamwork (<https://www.teamwork.com/project-management-software>), which will be used during the entire project lifecycle.

This virtual tool includes an overview of project activities and tasks (with the possibility of visualisation in the form of a gantt chart), a message board (one category per WP) that will replace communication by e-mail in order to facilitate interaction and a section for managing files (one category per WP) that will allow Consortium members to download project templates and share supporting documents.

Consortium members will appoint a maximum of **4** members involved in the daily implementation of UNICAC to gain access to the common virtual reserved area, in order to allow a smooth development of project activities. Message boards should be used according to the corresponding WP, as well as the section for the management of files.

A document with short guidelines on how to use and manage UNICAC on TeamWork is also available for project partners.



The webpage will be designed by INCOMA together with IT staff in each PC HEI. The parties will agree on the protocol for the regular update and maintenance of the webpage. UNICAC Project website is available at: <http://unicac.eu/>

5.3. INTERNAL INFORMATION WORKSHOPS

The Dissemination WP specifically foresees the realisation of internal information workshops, that is events conducted at an institutional level, with the purpose of communicating the project and its progress. The implementation of the internal information workshops corresponds to activity 7.3. of the Application Form.

Each PC HEI will organise and implement 3 short internal information workshops with the duration of half a day, to disseminate information about the IRO and their services, to facilitate institution support for the project and to allow the replication of knowledge gained by the IRO staff in previous trainings.

The workshops will be carried in 3 different periods throughout the project: in Y1 (M4), in Y2 (M15) and in Y3 (M26).

Each institution is expected to involve a total of 75 participants, including: students, teaching staff, administrative staff, staff members and management staff involved in International Relations and/or International Cooperation and third-party PC HEI not directly involved in the project.

Each University hosting the workshop should send to US (as project coordinator), to INCOMA (as leader of quality assurance and dissemination WPs) and NPU (co-coordinator of dissemination activities), the following documents justifying the implementation of the activity:

- Copy of the agenda;
- Attendance sheet;
- Certificate of attendance awarded to each participant;
- Satisfaction questionnaire of each participant ;
- Pictures;
- Copy of the materials distributed and disseminated.

5.4. CENTRAL ASIA & CHINA UNIVERSITIES CONVENTION

A Central Asia & China Universities Convention is foreseen within UNICAC under the objective of providing partners with an opportunity to exchange and present their potentials, goals, academic programmes and achievements to a wider public.

For synergy generation and cost-efficiency reasons, the Central Asia & China Universities Convention will take place in Tashken (UZ) in combination with the Final Project and Network Conference and the last Steering Committee Meeting. The organisation of the Central Asia & China Universities Convention corresponds to activity 7.4. from the Application Form.



All partners will participate in the Central Asia & China Universities Convention with 3 participants (2 technicians and 1 technical coordinator). The target audience also includes a wider public such as PC HEI not directly involved in the project, international academic community, social partners (enterprises, NGOs), student's community; professional organisations and national and international networks. HEI and students' organisations will be invited to set promotional stands and presentation corners. At least 80 participants are expected to attend.

The University hosting the Universities Convention should send to US (as project coordinator) and to INCOMA (as leader of quality assurance and dissemination WPs), the following documents justifying the execution of the activity:

- Copy of the agenda;
- Attendance sheet;
- Certificate of attendance awarded to each participant;
- Satisfaction questionnaire of each participant ;
- Pictures;
- Copy of the materials distributed and disseminated.

5.5. OTHER DISSEMINATION ACTIVITIES FORESEEN

As it has been previously stated, UNICAC includes various dissemination activities not directly foreseen in WP7 but that are included in other Work Packages:

5.5.1. CROSS-REGIONAL NETWORK CONFERENCES (WP5)

3 International Conferences in PC are foreseen within the framework of WP5.

The target group in the 3 Conferences will comprise: EU and PC HEI 3 staff members (1 technical coordinator and 2 technicians) and management staff involved in International Relations and International Cooperation; the entire University community of EU and PC HE (2 participants per EU partner, with the exception of the Final Conference that contemplates the participation of 3 participants per EU partner); HEI not directly involved in the project.

For cost-efficiency reasons, all conferences will coincide with the Steering Committee meetings.

The first Joint Conference on *International Policies and Strategies in HEIs* will be held in M17 in Khujand (Tajikistan) and should reach at least 60 participants. It will provide an opportunity to present project goals and its to-date achievements to a wider audience, as well as facilitate international discussion about policies and strategies for international cooperation.

This activity corresponds to WP5.2.1. from the Application Form.

The second Joint Conference on *International Cooperation in Teaching/Learning/Research* will take place in M26 in Xi'an (China) and should reach at least 60 participants. The focus will be



Best Practices Books/Manuals and National Recommendations for International Cooperation, which will be ready at the time. This activity corresponds to WP5.2.2. from the Application Form.

The Final Network Conference will be held in M35 in Tashent (Uzbekistan) and should reach at least 80 participants. It will not only coincide with the Steering Committee meeting, but also with the Central Asia & China Universities Convention (WP7). All partners will participate in the Convention involving 3 participants. This activity corresponds to WP5.2.3. from the Application Form

Partners hosting the conferences should send to US (as project coordinator), INCOMA (as leader of quality assurance and dissemination WPs) and NPU (co-coordinator of dissemination activities), the following documents justifying the execution of the activity:

- Copy of the agenda;
- Attendance sheet;
- Certificate of attendance awarded to each participant;
- Satisfaction questionnaire of each participant ;
- Pictures;
- Copy of the materials distributed and disseminated.

5.5.2. NATIONAL ROUNDTABLES (WP8)

Within the framework of WP8 (Sustainability) national roundtables will be held in Uzbekistan, Tajikistan and China. This corresponds to activity 8.1. from the Application Form.

These events aim at raising awareness, disseminating project results and facilitating a broader impact of the action at national level. In contrast to the international network conferences, these events will target national academic community and further serve as a mean to generate public support and discussion and to facilitate the involvement of non-beneficiary HEI/third parties in project activities.

National Roundtables will be organised in 3 different specific periods: in Y1 (M7) to raise awareness about the project; in Y2 (M14) to promote public debate and facilitate the involvement of other HEIs in benchmarking activities; and in Y3 (M25) or public debate on National Recommendations and dissemination.

Each national roundtable is expected to involve a total of 75 participants, including: students, teaching staff, administrative staff, staff members and management staff involved in International Relations and/or International Cooperation and third-party PC HEI not directly involved in the project.

Partners organising the national roundtables should send to US (as project coordinator), INCOMA (as leader of quality assurance and dissemination WPs) and NPU (co-coordinator of dissemination activities), the following documents justifying the execution of the activity:

- Copy of the agenda;
- Attendance sheet;



- Certificate of attendance awarded to each participant;
- Satisfaction questionnaire of each participant ;
- Pictures;
- Copy of the materials distributed and disseminated.

5.6. DISSEMINATION ACTIVITIES NOT CONTEMPLATED IN THE PROJECT PROPOSAL

In addition to the dissemination activities foreseen in the project and previously indicated, Consortium will take all possible opportunities to disseminate and communicate UNICAC, making use of their own channels and resources, and taking advantage of their national and international contact networks and their participation in events external to the project.

Every time partners undertake dissemination activities not foreseen under the project proposal, they should add the activity to the **dissemination matrix**, according to the template designed to this effect. Partners will be asked to put on record how the project was disseminated, what the resources used were, the impact of the action and the target group that was addressed.

Likewise, partners should provide evidences proving the execution of the activities, as it is specified in the dissemination matrix itself:

- In case of onsite dissemination (such as participation in conferences or other events, meetings or presentations) they should annex to the matrix: pictures, attendance list and copy of the materials distributed;
- In case of online dissemination (posts on social media or webpages), partners should include in the matrix: screenshots and links to the publication.

Each partner should send INCOMA (coordinator of dissemination activities) and NPU (coordinator of dissemination activities), their dissemination matrix on a regular basis.

On the other hand, partners should communicate to both INCOMA and US, project coordinator, their participation in events that could be relevant to UNICAC as early as possible in advance.

5.7. REPORTING

As stated, Consortium members must provide evidences of dissemination activities carried out.

For that purpose, each institution will need to complete a dissemination matrix (Annex 5), in which detailed information about activities will be registered. **All dissemination activities should be registered in the dissemination matrix and the corresponding reporting materials should be attached** as per the instructions included.

The template includes the following sections:

- Activity – Brief description of the dissemination activity carried out;



- Location – Where the dissemination activity took place. For online dissemination activities (social media or websites), you should mention “online”. For onsite dissemination activities, please mention the city and country;
- Date – When the dissemination activity took place;
- Target audience – Description of target groups addressed by the dissemination activity;
- Participants or number of people reached – Number of participants or number of people reached. In case of online dissemination, please include the impact (example: number of visits to the website, number of Twitter followers, number of Facebook impressions);
- Reporting material – List of evidences supporting the dissemination activity that institutions should attach to the dissemination matrix;
- Annexes - Please make sure that you attach the necessary supporting evidences to the dissemination matrix. For in-presence dissemination activities, please include photos, the attendance list and copy of materials distributed. For online dissemination activities, please include a screenshot of the publication and a link to the publication.

On the other hand, Consortium members should send their dissemination matrix to INCOMA (coordinator of dissemination activities) and NPU (co-coordinator of dissemination activities) on a regular basis.



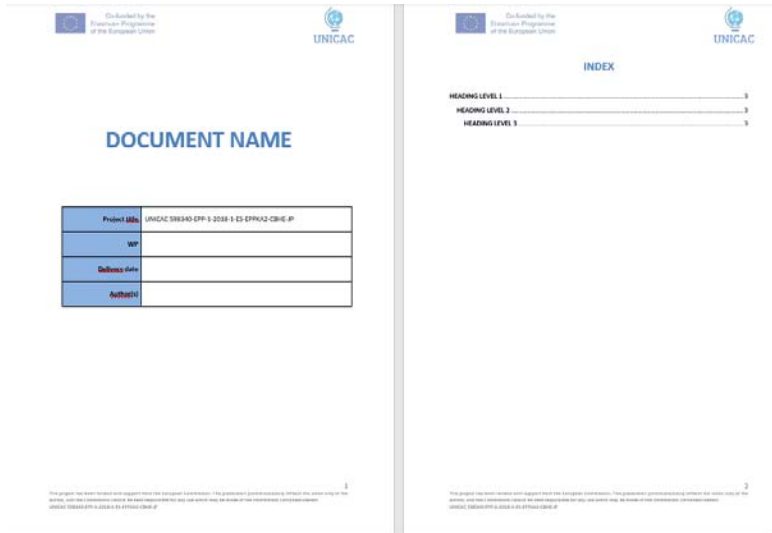
6. ANNEXES

Templates created:

- Annex 1 - Text document (Word format);
- Annex 2 - Presentation (Power Point format);
- Annex 3 – Dissemination Matrix (Word format);
- Annex 4 – Attendance List (Word format);
- Annex 5 – Agenda (Word format);
- Annex 6 – Meeting Minutes (Word format);
- Annex 7 – Certificate of Attendance (Word format).



6.1. ANNEX 1 - TEXT DOCUMENT (WORD FORMAT)



6.2. ANNEX 2 - PRESENTATION (POWER POINT FORMAT)





6.3. ANNEX 3 – DISSEMINATION MATRIX (WORD FORMAT)



DISSEMINATION MATRIX					
PARTNER NAME					
ACTIVITY	LOCATION (PLACE, CITY)	DATE	TARGET AUDIENCE	PARTICIPANTS OR PEOPLE REACHED	REPORTING MATERIAL ¹
Brief description of the event:					

Add rows as necessary

|

¹For each dissemination activity, reporting material must be included as an Annex.
Example: Annex 1 - attendance list and photos.

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ANNEXES

For each dissemination activity, please attach supporting documents. For in-presence dissemination activities, please include photos, the attendance list and copy of materials distributed. For online dissemination activities, please include a screenshot and a link to the publication.

ANNEX 1

{Please include/paste here supporting documents}

ANNEX 2

{Please include/paste here supporting documents}

ANNEX 3

{Please include/paste here supporting documents}

Add annexes as necessary

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6.4. ANNEX 4 – ATTENDANCE LIST (WORD FORMAT)



ATTENDANCE LIST

EVENT:
DATE:
PLACE:

INSTITUTION	PARTICIPANT NAME AND SURNAME	E-MAIL ADDRESS	SIGNATURE

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6.5. ANNEX 5 – AGENDA (WORD FORMAT)



ACTIVITY: AGENDA

AGENDA

DATE(S):

PLACE:

DAY 1 - DATE

Time	Session/Activity	Responsability

1

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6.6. ANNEX 6 – MEETING MINUTES (WORD FORMAT)

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ACTIVITY/EVENT NAME

MINUTES

DATE(S): XXXX

PLACE: XXX

PARTICIPANTS: XXXX

DAY 1 - DATE

SESSION NAME

Session content

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Quisque nec dignissim ipsum. Maecenas in tortor lorem. Ut sit amet tellus sit amet sem consequat sagittis. Vestibulum blandit est tellus, quis lacinia enim vestibulum sed. Nam vehicula, ante ac mollis tincidunt, lacus lacus mollis dui, eu facilisis erat ipsum at sem. Nunc finibus pulvinar ex. Donec, commodo ornare ex, ac pharetra urna tincidunt eget. Pellentesque tempus est sit amet lectus porttitor, id auctor libero aliquet. Donec, consectetur, lacus lacus, nec consequat massa placerat non. Nullam id dolor a tellus convallis tempus. Mauris magna ligula, consectetur et luctus a, tristique non tortor. In tempus ipsum eu sapien pharetra, rutrum suscipit massa porttitor. Praesent scelerisque ut risus a sollicitudin. Ut nec sapien neque. Curabitur eu eros at metus aliquet sollicitudin quis sed nisi.

DAY 2 - DATE

SESSION NAME

Session content

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Quisque nec dignissim ipsum. Maecenas in tortor lorem. Ut sit amet tellus sit amet sem consequat sagittis. Vestibulum blandit est tellus, quis lacinia enim vestibulum sed. Nam vehicula, ante ac mollis tincidunt, lacus lacus mollis dui, eu facilisis erat ipsum at sem. Nunc finibus pulvinar ex. Proin commodo ornare ex, ac pharetra urna tincidunt eget. Pellentesque tempus est sit amet lectus porttitor, id auctor libero aliquet. Donec, consectetur, lacus lacus, nec consequat massa placerat non. Nullam id dolor a tellus convallis tempus. Mauris magna ligula, consectetur et luctus a, tristique non tortor. In tempus ipsum eu sapien pharetra, rutrum suscipit massa porttitor. Praesent scelerisque ut risus a sollicitudin. Ut nec sapien neque. Curabitur eu eros at metus aliquet sollicitudin quis sed nisi.

1

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DEADLINES:

PARTNER	ACTIVITY	DATE

2

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6.7. ANNEX 7 - CERTIFICATE OF ATTENDANCE (WORD FORMAT)



CERTIFICATE OF ATTENDANCE

(PARTICIPANT NAME AND SURNAME), from (University name), has participated in the activity (activity name), implemented in (city, country) from (start date) to (end date).

The abovementioned activity was implemented within the framework of UNICAC (598340-EPP-1-2018-1-ES-EPPKA2-CBHE-JP), an initiative funded by the European Commission through the Erasmus+ programme, Key-Action 2, Capacity Building in the field of Higher Education, coordinated by the University of Seville and in which (university name) participates as a Consortium member.

(location), (date).

(stamp)

(signature)

(Project manager or technical coordinator at _____)

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LOGO OF INSTITUTION
ISSUING THE CERTIFICATE

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