Work Plan

Activities		
Ref.nr/ Sub-ref nr	Title	Duration
WP1:PRE	Review, state of the art, Agreement and Network between partners	15.10.2016-14.10.2019
1.1	Project start up activities	
1.2	Prepare operation plan and methodology to develop and update the strategies used to ensure the sustainability to use ICT in education	
WP2:DEV	Assessment studies for the needs of teachers, lecturers and administrators	Pdf data of the study
2.1	Analysis and identify different entities to use ICT in education	
2.2	List of needed skills in ICT and E-Learning	
2.3	Nominate IT specialists at consortium universities	
WP3:DEV	Purchase of teaching equipment and bibliographic material	10.05.2017-15.11.2017
3.1	Selection of equipment: All partners in Iran and Iraq have select the equipment for the project	Link to the photos of E-Learning centers
3.2	Implementation of the Platform for E-Learning Systems as a center to train the staff, teachers lecturers and later students	
WP4:DEV	Make E-Learning System an integrated part in educations and teaching	15.10.2017-14.10.2019
4.1	Develop teaching and learning programs for the Staff, teachers, lecturers and administrators	Pdf date of all training courses
4.2	Training courses to train staff, lecturers, teachers and administrators in competency based learning	
4.3	Developing E-Learning System and integrate it effectively in practice and application in the teaching and learning at the universities	
WP5:QPLN	Quality control and monitoring	15.10.2016-14.10.2019
5.1	Quality control, monitoring and budgetary control	
5.2	Check of quality assurance and evaluation plan courses materials & courses Placement and courses	Qulaity Analysis as pdf data
5.3	Project task supervision, result evaluation, a verification of targets and success indicators that have been defined within this project	

WP6:DISS	Project Dissemination	15.10.2016-14.10.2019
6.1	Opening of the project via Internet, social media and ministry of high educations	
6.2	Prepare and conduct internal/external information events, mid-term/final conferences	Diss. Plan
6.3	Participation in annual Erasmus project meeting	I will send it to you
6.4	Distribution of project documentation material (Media, banners, flyers, Facebook), seminars workshop	
WP7:DISS	Exploitation of results and sustainability	15.10.2018-14.10.2019
7.1	Involve the public/private universities and ministry of high educations	Pdf data and link to UTH events
7.2	Make the E-learning is mandatory to use in teaching	
7.3	Courses sustainability in long-term perspective	
7.4	Work on the development of this rule on an ongoing basis and update equipment and staff development	
7.5	Workshop on broader strategic options as follow-up project activities	
WP8:MNGT	Coordination and management of the project	15.10.2016-14.10.2019
8.1	Project management & coordination meetings, steering committee meetings	Kick off maating, all management events
8.2	Activity, result monitoring and Evaluation	
8.3	Activity and budget planning and budget control, reporting	