

Development and Implementation of Multimedia and Digital TV Curricula

Project Acronym: DIMTV

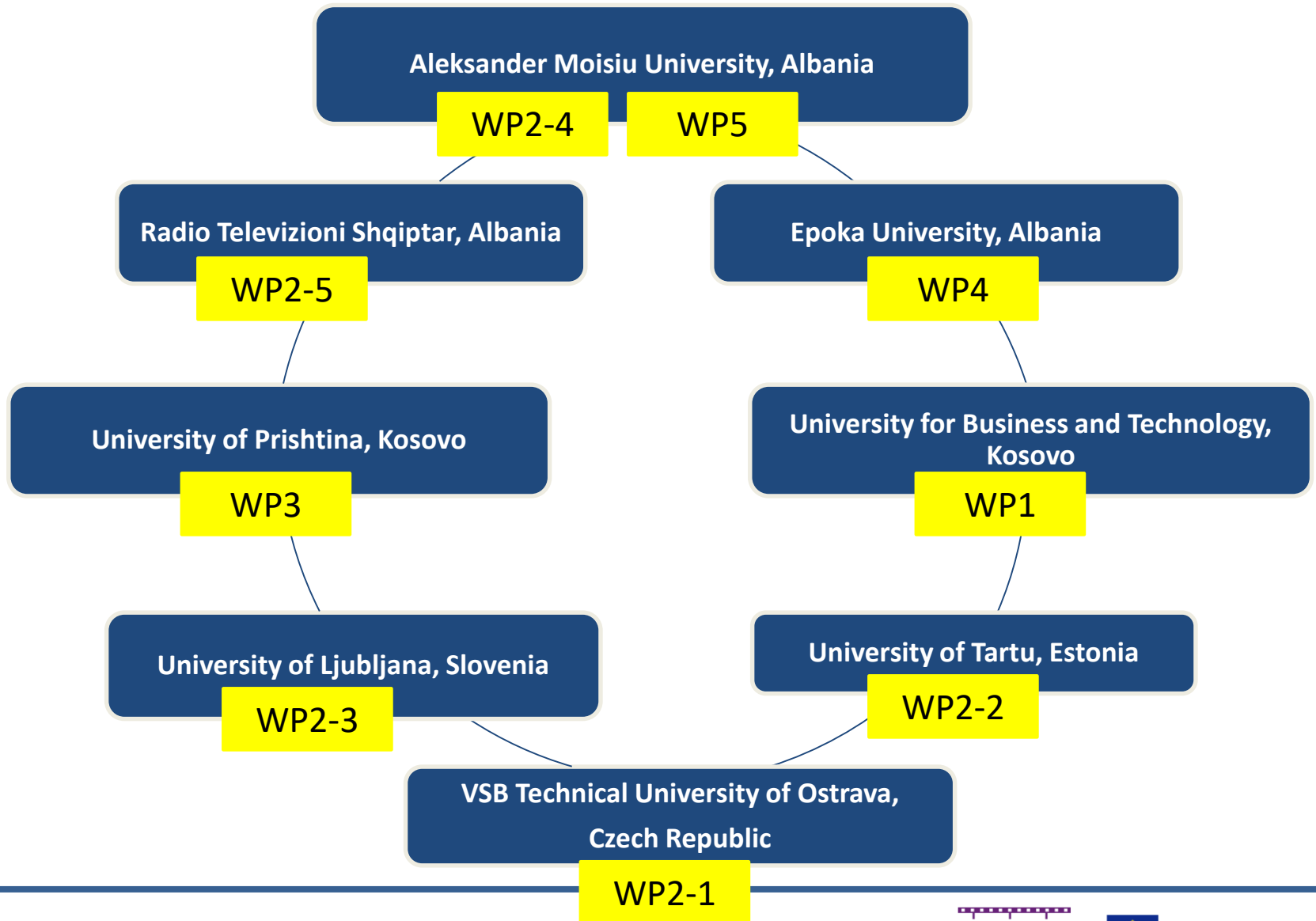
Project number: **586318-EPP-1-2017-1-AL-EPPKA2-CBHE-JP**



Part II: Work Packages and Activities; Role of each partner



Project Consortium



Project activities and Methodology: I

**9 WORK
PACKAGES**



- 1. Preparation**
- 2. Development (5)**
- 3. Quality plan**
- 4. Dissemination/exploitation**
- 5. Management**

Preparation:

Analysis of the general MDTV current situation in Albania and Kosovo: Identifying problems/needs/challenges

Development:

- Workshop: Learning from EU expertise in MDTV area;
- Reviewing the existing MDTV curriculum;
- Defining competences and learning outcomes for bachelor MDTV program;
- Printing bachelor degree curricula.

Innovating MDTV master curricula:

EU Study visits;
Innovating professional master (PM) curricula;
Developing Image Processing Module;
Defining competences and learning outcomes for PM;
Printing of PM curricula.

Enriching infrastructure and teaching methodologies:

- Training staff members on modules;
- Developing Animation Module;
- Developing Production/Post-production Module;
- Hardware/Software and Teaching material procurement;
- Staff Training for equipments;
- Preparing teaching materials and instructions.

Project activities and Methodology: II

Ensure successful implementation of professional studies program:

- Accrediting developed MDTV PM;
- Student enrolment to MDTV PM;
- Realization of MDTV PM program;
- Students' feedback on the study programs;
- Achieving academic sustainability.

Fostering collaboration of broadcast industry and MDTV experts:

- Formalizing collaboration with industry partners;
- Students' internship;
- Guest lecturing with MDTV experts.

Quality plan:

- Internal quality assurance on bachelor program;
- Internal quality assurance PM program;
- External evaluation of study programmes by experts.

Dissemination and exploitation:

- Web site and social network promotion;
- Preparing marketing materials;
- Promotion in the Albanian/Kosovo high schools and universities.

Project management:

- Steering/Project management committee meetings;
- Organizing & Coordinating project activities;
- Financial management;
- Preparation of interim and final reports.

Work Plan and Activities: Year 1

Activities		Total duration (number of weeks)	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
Ref.nr/ Sub-ref nr	Title													
1.1	Analysis on the general MDTV situation	12	4X	4X	4X									
2.1.1	Workshop: Learning from EU expertise in MDTV area	8			4X	4X								
2.1.2	Reviewing the existing MDTV curriculum	12					4X	4X	4X					
2.1.3.	Defining competences and learning outcomes for bachelor MDTV program	24						4X	4X	4X	4X	4X	4X	
2.1.4.	Printing bachelor degree curricula	8											4X	4X
2.2.1.	EU Study visits	8					4	4						
2.2.2.	Innovating professional master (PM) curricula	20								4X	4X	4X	4X	4X
2.2.3.	Developing Image Processing Module	20								4X	4X	4X	4X	4X
2.2.4.	Defining competences and learning outcomes for PM	8										4X	4X	
2.3.1.	Training staff members on modules	24							4	4X	4X	4X	4	4X
2.3.2.	Developing Animation Module	20								4X	4X	4X	4X	4X
2.3.3.	Developing Production/Post-production Module	20								4X	4X	4X	4X	4X
2.3.4.	Hardware/Software and Teaching material procurement	16									4X	4X	4X	4X
2.3.5.	Staff Training for equipments	16									4X	4X	4X	4X
2.3.6.	Preparing teaching materials and instructions	16									4X	4X	4X	4X
2.4.1.	Accrediting developed MDTV PM	16									4X	4X	4X	4X
2.5.1.	Formalizing collaboration with industry partners	24							4X	4X	4X	4X	4X	4X
4.1.	Web site and social network promotion	48	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X
4.2.	Preparing marketing materials	48	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X
4.3.	Promotion in the Albanian/Kosovo high schools and universities	24							4X	4X	4X	4X	4X	4X
5.1.	Steering/Project management committee meetings	48	4X	4	4X	4X	4X	4	4X	4X	4X	4X	4X	4X
5.2.	Organizing & coordinating project activities	48	4X	4	4X	4X	4X	4	4X	4X	4X	4X	4X	4X
5.3.	Financial management	48	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X

Work Plan and Activities: Year 2

Activities		Total duration (number of weeks)	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
Ref.nr/ Sub-ref nr	Title													
2.2.2.	Innovating professional master (PM) curricula	4	4X											
2.2.3.	Developing Image Processing Module	4	4X											
2.3.2.	Developing Animation Module	4	4X											
2.3.3.	Developing Production/Post-production Module	4	4X											
2.3.4.	Hardware/Software and Teaching material procurement	4	4X											
2.3.5.	Staff Training for equipments	4	4X											
2.3.6.	Preparing teaching materials and instructions	4	4X											
2.4.1.	Accrediting developed MDTV PM	4	4X											
2.4.2.	Student enrolment to MDTV PM	48	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X
2.4.3.	Realization of MDTV PM program	48	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X
2.4.4.	Students' feedback on the programs	24							4X	4X	4X	4X	4X	4X
2.4.5.	Achiving academic sustainability	48	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X
2.5.1.	Formalizing collaboration with industry partners	24	4X	4X	4X	4X	4X	4X						
2.5.2.	Students' internship	24							4X	4X	4X	4X	4X	4X
2.5.3.	Guest lecturing with MDTV experts	48	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X
4.1.	Web site and social network promotion	48	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X
4.2.	Preparing marketing materials	48	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X
5.1.	Steering/Project management committee meetings	48	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X
5.2.	Organizing & coordinating project activities	48	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X
5.3.	Financial management	48	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X
5.4.	Preparation of interim and final reports	8							4X	4X				

Work Plan and Activities: Year 3

Activities		Total duration (number of weeks)	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
Ref.nr/ Sub-ref nr	Title													
2.4.4	Students' feedback on the program	12	4X	4X	4X									
3.1.	Internal quality assurance on bachelor program	48	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X
3.2.	Internal quality assurance PM program	48	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X
3.3.	External evaluation of study programmes by experts	48	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X
4.1.	Web site and social network promotion	48	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X
5.1.	Steering/Project management committee meetings	48	4X	4X	4	4X	4X	4X	4X	4X	4X	4X	4	4X
5.2.	Organizing & coordinating project activities	48	4X	4X	4	4X	4X	4X	4X	4X	4X	4X	4	4X
5.3.	Financial management	48	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X	4X
5.4.	Preparation of interim and final reports	12										4X	4X	4X

WP1: Preparation

Lead Organisation	UBT	Participating Organisation	UAMD, UBT, EPOKA, UP
Title	Analysis of MDTV study programs in Kosovo/Albania and related EU studies		
Related assumptions and risks	<p>Assumptions:</p> <ul style="list-style-type: none"> - Good support, motivation and knowledge sharing from industry partners while defining the MDTV needs and problems - Experience sharing from EU partners related to the existing undergraduate and graduate programs - High motivation of responsible staff members 	<p>Risks:</p> <ul style="list-style-type: none"> - Poor collaboration with consortium members - Broadcasters may not be ready to cooperate 	
Description	<ul style="list-style-type: none"> - Study and analysis of the general situation related to MDTV area in Albanian and Kosovo. - Needs and problems related to the field will be defined by the partner institutions in both WB countries. - Different studies on the specific actual advantages and disadvantages will be done and reported. - An analysis on the existing programmes in EU countries will be done and this will help in the development and implementation of new ideas related to MDTV area. - EU experts and industry representatives will be regularly consulted to obtain reliable results. 		
Tasks	<ul style="list-style-type: none"> - UBT will be the leader - Each WB HEI involved will be responsible for analyzing the current general MDTV situation. - EPOKAUNI and UAMD (Albania) while UP and UBT (Kosovo) - Expertise will be needed from EU partners 		
Estimated Start Date	15-10-2017	Estimated End Date	15-01-2018

1.1. Analysis on the general MDTV situation

Expected Deliverable/ Results/ Outcomes	Type	Report
	Description	The preparation phase of the project consists on the study and analysis of the general situation related to MDTV area in Albanian and Kosovo. Needs and problems related to the field will be defined by the partner institutions in both Western Balkan countries. Different studies on the specific actual advantages and disadvantages will be done and reported. An analysis on the existing programmes in EU countries will be done and this will help in the development and implementation of new ideas related to MDTV area. EU experts and industry representatives will be regularly consulted to obtain reliable results.
	Due date	15-01-2018
	Languages	AL, EN
Target groups	Teaching staff, Students , Trainees	
Dissemination level	Department, Regional, International	

WP 2: Development 2-1

Lead Organisation	VSB-TUO	Participating Institution	All Partners
Title	Reviewing and restructuring the existing bachelor MDTV curricula		
Related assumptions and risks	<p>Assumptions:</p> <ul style="list-style-type: none"> - Good support and experience/knowledge transfer from EU partners. - Support form industry partners - High motivation of responsible staff members 	<p>Risks:</p> <ul style="list-style-type: none"> - Inadequate cooperation between consortium members - Restructured curriculum is not in line with the needs in both countries (AL/KO) 	
Description	<p>The existing bachelor MDTV program: certain changes should be done to meet the needs of the country in this field.</p> <p>EU consortium members and industry partners will be consulted regularly</p> <p>Course types and syllabi will be revised and reconsidered during this phase of the project.</p> <p>New courses may be added or replaced with other course of the existent MDTV curriculum.</p> <p>The curriculum will be carefully and comprehensively studied by especially the representatives of the leading institution and Epoka university members.</p> <p>All the decisions made will be supervised, controlled and consulted with the EU members of this project.</p> <p>Competences and the learning outcomes of the new revised MDTV curriculum will be defined and the book will be published.</p>		
Tasks	<ul style="list-style-type: none"> - VSB-TUO is the leader - A workshop will be held will to discuss and obtain the required EU expertise in the MDTV area. - UAMD and EPOKAUNI will review and restructure their existing bachelor MDTV curricula according the Albanian labour market needs. - Albanian HEIs will define the required competences and learning outcomes for the revised bachelor MDTV curricula. 		
Estimated Start Date (dd-mm-yyyy)	15-12-2017	Estimated End Date (dd-mm-yyyy)	15 - 10 - 2018

2.1.1. Workshop: Learning from EU expertise in MDTV area

Expected Deliverable/ Results/ Outcomes	Type	Event; Report
	Description	The workshop will be organized at UAMD premises, where EU partners will share their expertise through presentations related to teaching MDTV. They will also give directions for the courses that may be offered during the professional master (PM) studies. Both Albanian and Kosovo partners will give information on the current situations for their respective countries. During the workshop discussion and suggestions will be done on the improvement of this current MDTV situation. This wokshop will be combined with the first kick off meeting of project consortium members.
	Due date	15-02-2018
	Languages	AL, EN
Target groups	Teaching staff, Students , Trainees Broadcasters	
Dissemination level	Department, Regional, International	

2.1.2. Reviewing the existing MDTV curriculum

Expected Deliverable/ Results/ Outcomes	Type	Report
	Description	There will be two working groups for UAMD and EPOKAUNI partners respectively that will perform the work on their curriculum changes. Course types and syllabi will be revised and reconsidered during this phase of the project. Dependent on the needs specified in the preparation phase, some new courses may either be added or replaced with other courses of the existent MDTV curriculum. The curriculum will be carefully and comprehensively studied by especially the representatives of the leading institution and Epoka university members. A detailed report will be prepared and documented as a result of this activity.
	Due date	15-06-2018
	Languages	AL, EN
Target groups	Teaching staff, Students, Administrative staff Industry partners, Broadcasters	
Dissemination level	Department, Regional, International	

2.1.3. Defining competences and learning outcomes for BSc MDTV program

Expected Deliverable/ Results/ Outcomes	Type	Learning material; Report
	Description	This deliverable contains defined competencies and learning outcomes of the revised MDTV bachelor programs of Albanian Higher education institutions
	Due date	15 - 09 - 2018
	Languages	AL, EN
Target groups	Teaching staff, Students, Administrative staff Industry partners, Broadcasters	
Dissemination level	Department, Institution, Regional, International	

2.1.4. Printing bachelor degree curricula

Expected Deliverable/ Results/ Outcomes	Type	Report
	Description	This deliverable represents the printed book of revised MDTV bachelor curricula for UAMD
	Due date	15-10-2018
	Languages	AL, EN
Target groups	Teaching staff, Students, Administrative staff	
Dissemination level	Department, Regional, International	

WP2: Development 2-2

Lead Organisation	UT	Participating Organisation	All Partners
Title	Innovating MDTV master curricula		
Related assumptions and risks	<p>Assumptions:</p> <ul style="list-style-type: none"> - Good support and experience/knowledge transfer from EU partners. - Support from industry partners - High motivation of participating staff members 	<p>Risks:</p> <ul style="list-style-type: none"> - Inadequate cooperation between consortium members - PM curriculum is not in line with the Albanian needs 	
Description	<p>Innovation and development of a professional master curriculum in the field of MDTV. This package will start with a study visit which will be realized to partners from Czech Republic at VSB TUO in order to acquire expert knowledge and best practices in MDTV education area.</p> <p>The leading institution is expected to offer this new program; thus, UAMD will develop a new curriculum for this aim.</p> <p>The other WB partners will implement some new modules with specific orientations, namely Image Processing Module, Animation Module and Production/Post-production Module. EPOKAUNI, UBT and UP will offer these modules as part of their existent master programs. These modules will be designed for both increasing teaching and research collaborations within these countries and also EU partners.</p> <p>Industry will be consulted to a high extent to harmonize competence of future experts with industry needs. The main inputs to be used in this WP2-2 will be existing models of other EU MDTV related graduate program, expertise from EU partners, industry standards and requirements.</p> <p>All the activities will be performed under supervision and approval of EU partners.</p> <p>The work package will be completed when the MDTV curriculum book is published.</p>		
Tasks	<ul style="list-style-type: none"> - UT is the leader and the responsible partner for coordinating WP2-2 activities - Study visit will be organized at the premises of VSB-TUO partner. - UAMD will innovate and develop the new MDTV professional master curriculum and will define competences and learning outcomes for PM based on the EU experience and other consultancies with experts from industry partners. - Development of Image Processing Module that will be implemented at EPOKAUNI, UP and UBT HEIs. - PM in MDTV curriculum book will be published. 		
Estimated Start Date (dd-mm-yyyy)	15-02-2018	Estimated End Date (dd-mm-yyyy)	15-11-2018

2.2.1. EU Study visits

Expected Deliverable/ Results/ Outcomes	Type	Event; Report
	Description	A study visit will be done to VSB-TUO Czech Republic partner in order to acquire expert knowledge and best practices in MDTV education area. All consortium members will take part in this activity since it will be accompanied with some knowledge sharing (teaching/research) activities as well. The knowledge acquired during this visit will enable a better planning and design of the MDTV PM studies.
	Due date	15-04-2018
	Languages	AL, EN
Target groups	Teaching staff, Industry partners	
Dissemination level	Department, Regional, International	

2.2.2. Innovating professional master (PM) curricula

Expected Deliverable/ Results/ Outcomes	Type	Teaching material; Report
	Description	The leading institution is expected to offer PM in MDTV; thus, UAMD will develop a new curriculum for this aim. While innovating and developing the MDTV PM curriculum partners from industry will be consulted to a high extent in order to harmonize competence of future experts with industry needs. Since the PM curriculum will be implemented only at UAMD, the main members of the working group selected to do the activities will be from this institution. Moreover, members from other institutions will be active as well. The main inputs to be used in this WP2-2 will be existing models of other EU MDTV related graduate program, expertise from EU partners, industry standards and requirements. All the activities will be performed under the supervision and approval of EU partners. A report related to this activity will be prepared and published.
	Due date	15-11-2018
	Languages	AL, EN
Target groups	Teaching staff, Students, Administrative staff, Industry partners	
Dissemination level	Department, Local, National	

2.2.3. Developing Image Processing Module

Expected Deliverable/ Results/ Outcomes	Type	Teaching material; Report
	Description	UAMD and the other three participating WB partners will implement some new modules with specific orientations, namely Image Processing Module (IPM), Animation Module (AM) and Production/Post-production Module (PPM). EPOKAUNI, UBT and UP will offer these modules as part of their existent master programs. These modules will be designed for both increasing teaching and research collaborations within these countries and also EU partners. In this activity, the IPM will be developed. The module will consist of the list of courses that can be offered, course content description and other required teaching materials.
	Due date	15-11-2018
	Languages	AL, EN
Target groups	Teaching staff, Students, Administrative staff	
Dissemination level	Department, Local, National	

2.2.4. Defining competences and learning outcomes for PM

Expected Deliverable/ Results/ Outcomes	Type	Report
	Description	This deliverable will contain competences and learning outcomes for MDTV professional master studies, which will be implemented at the leading institution as a continuation of their bachelor program in MDTV area.
	Due date	15-09-2018
	Languages	AL, EN
Target groups	Teaching staff, Students, Administrative staff, Industry partners	
Dissemination level	Department, Local, National	

2.2.4. Printing of PM curricula

Expected Deliverable/ Results/ Outcomes	Type	Report
	Description	MDTV professional master curricula will be prepared and printed.
	Due date	15-09-2018
	Languages	AL, EN
Target groups	Teaching staff, Students, Administrative staff	
Dissemination level	Department, Local, National	

WP 2:Development 2-3

Title	Enriching infrastructure and teaching methodologies		
Related assumptions and risks	<p>Assumptions:</p> <ul style="list-style-type: none"> - Both study programmes are well defined and in accordance with the needs - Modules on the specific areas are developed - Good collaboration with all partner members <p>Risks:</p> <ul style="list-style-type: none"> - Staff members are not willing to renew their teaching materials - Staff members are not experienced or not well trained - Late delivery of equipment 		
Description	<ul style="list-style-type: none"> - Animation and Production/Post-production modules will be developed in accordance with the expertise of the EU partners. For this aim, all the course types, contents and the materials related to teaching will be developed and published. - Training of academic staff members from Albanian/Kosovo institutions both in EU partner countries and in home countries will be realized regarding the offered specific modules. - The other activity to be realized is the equipment purchasing including the necessary hardwares and softwares. Equipment will be bought for local labs that will be opened at EPOKAUNI, UBT and UP partners. - The necessary literature that will be offered to students and UAMD library will be purchased as well. - Training of staff members in Partner Countries for equipment usage is the next activity of this work package. Moreover, UAMD staff will have an advanced training due to the variety of equipments they will have in the new established laboratory/studio. - Teaching materials will be prepared in line with EU, national and institutional standards and practices. They will be prepared in form of paper books and electronic materials (presentations, teaching notes, etc.). - Methodological instructions for teaching and student practices will be designed <p>All the work will be organized in working groups formed at each Albanian and Kosovo HEIs and EU partners as well and the main control and supervision will be done by SC.</p>		
Tasks	<ul style="list-style-type: none"> - Leading and organization of WP2-3 activities by UL - Development of Animation Module - Development of Production/Post-Production Module - Staff training on the three modules (IPM, AM and PPM) - Procurement of equipments - Staff training on equipments - Procurement of teaching materials - Preparation for teaching materials 		
Estimated Start Date (dd-mm-yyyy)	15-04-2018	Estimated End Date (dd-mm-yyyy)	15-11-2018
Lead Organisation	UL		
Participating Organisation	UAMD, EPOKAUNI, UBT, UP, VSB-TUO, UT, UL		

2.3.1. Training staff members on modules

Expected Deliverable/ Results/ Outcomes	Type	Training material, Event, Report
	Description	Different trainings and workshops will be held in order to train staff members with give the necessary knowledge for the modules.
	Due date	15-10-2018
	Languages	AL, EN
Target groups	Teaching staff, Trainees, Technical staff	
Dissemination level	Department, Regional, International	

2.3.2. Developing Animation Module

Expected Deliverable/ Results/ Outcomes	Type	Training material, Report
	Description	In this activity, the Animation Module (AM) will be developed. The module will consist of the list of courses that can be offered, course content description and other required teaching materials.
	Due date	15-11-2018
	Languages	AL, EN
Target groups	Teaching staff, Students, Administrative staff	
Dissemination level	Department, Regional, International	

2.3.3. Developing Production/Post-production Module

Expected Deliverable/ Results/ Outcomes	Type	Training material, Report
	Description	In this activity, the Production/Post-Production Module (PPM) will be developed. The module will consist of the list of courses that can be offered, course content description and other required teaching materials.
	Due date	15-11-2018
	Languages	AL, EN
Target groups	Teaching staff, Students, Administrative staff	
Dissemination level	Department, Regional, International	

2.3.4. Hardware/Software and Teaching material procurement

Expected Deliverable/ Results/ Outcomes	Type	Training material, Learning material, Report, Service
	Description	<p>Different types of hardwares, softwares and teaching materials needed for the new modules and PM program will be purchased. Hardware for EPOKAUNI, UBT and UP labs consists of HD cameras, tripods and lighting equipments. Additional hardware for support teaching in these fields includes PCs, laptops, projectors, network equipments and multifunctional devices. The necessary softwares will be purchased.</p> <p>Hardware for advanced laboratory/studio at UAMD includes professional TV studio equipments as cameras, mixers, communication devices, monitoring systems, different output devices, lightning, etc. Furthermore, specific softwares necessary for MDTV applications will be bought.</p> <p>All the necessary literature that will be offered to students and UAMD library will be purchased as well.</p>
	Due date	15-11-2018
	Languages	AL, EN
Target groups	Teaching staff, Students, Trainees, Administrative and Technical staff, Librarians	
Dissemination level	Department, Regional, International	

2.3.5. Staff Training for equipments

Expected Deliverable/ Results/ Outcomes	Type	Training material, Report
	Description	Training of the staff for the purchased equipment will be done by using manuals, tutorials and EU partner experts.
	Due date	15-11-2018
	Languages	AL, EN
Target groups	Teaching staff, Students, Trainees, Administrative and Technical staff	
Dissemination level	Department, Regional, International	

2.3.6. Preparing teaching materials and instructions

Expected Deliverable/ Results/ Outcomes	Type	Training material, Learning material, Report
	Description	Books, lecturing and e-course materials necessary for teaching of academic staff members on modules and for the PM program will be developed, printed and published.
	Due date	15-11-2018
	Languages	AL, EN
Target groups	Teaching staff, Students, Administrative staff, Librarians	
Dissemination level	Department, Regional, International	

WP 2: Development 2-4

Title	Implementation of professional studies program		
Related assumptions and risks	<p>Assumptions:</p> <ul style="list-style-type: none"> - interest among potential students for the new offered programs - support from industry partners and MDTV experts <p>Risks:</p> <ul style="list-style-type: none"> - Delays in accreditation process - Lack of financial resources 		
Description	<p>During this work package, the implementation of professional studies will be realized and the necessary feedback will be taken and evaluated. Initially, the necessary documents required for the accreditation process will be prepared and submitted to the respective bodies for evaluation and approval. In the mean time all the institutions will ensure student enrolment to the MDTV program. Enrolment will be completed in line with standard procedures. Each HEI will enrol the students based on their own application criteria.</p> <p>Realization of the MDTV programs will include teaching, learning, evaluation and exams. A good practical knowledge will be added to UMAD students due to the new laboratory that will be established at its facilities. During the realization of study programmes, surveys and questionnaires will be used to get feedback from students on the quality of teaching, teaching materials and overall realization of the process.</p> <p>The work in this work package will be realized by Albanian/Kosovo institutions and it will be monitored by EU partners and external PC experts within the quality management work package. Academic sustainability will be achieved by establishing procedures and suggestions for permanent improvement of the MDTV-related programs. Permanent education strategies will be adopted for the academic staff.</p>		
Tasks	<ul style="list-style-type: none"> - UAMD will be the leader for this WP and will be the main responsible for the Accreditation process of the new MDTV PM program. - Student enrolment at each WB partner institution involved in the project - Realization of the PM at UAMD - Introduction of modules to the other HEIs - Taking feedback from the students - Achievement of academic sustainability 		
Estimated Start Date (dd-mm-yyyy)	15-06-2018	Estimated End Date (dd-mm-yyyy)	15-10-2019
Lead Organisation	UAMD		
Participating Organisation	UAMD, EPOKAUNI, UBT, UP		

2.4.1. Accrediting developed MDTV PM

Expected Deliverable/ Results/ Outcomes	Type	Report
	Description	The institutions will meet all the documentation necessary for the accreditation of the MDTV PM. Accreditation activities will be performed according to national and international standards.
	Due date	15-11-2018
	Languages	AL, EN
Target groups	Administrative staff	
Dissemination level	Department, Local, National	

2.4.2. Student enrolment to MDTV PM

Expected Deliverable/ Results/ Outcomes	Type	Report
	Description	UAMD will have to enable student registration to MDTV PM program and the other WB HEIs will ensure that their master students will attend the offered modules.
	Due date	15-10-2019
	Languages	AL, EN
Target groups	Teaching staff, Students, Administrative staff, Future students, Industry broadcasters	
Dissemination level	Department, Regional, International	

2.4.3. Realization of MDTV PM program

Expected Deliverable/ Results/ Outcomes	Type	Report
	Description	This deliverable contains teaching courses, staff and student trainings, workshops, open forums etc..with MDTV experts and various publications related to the field.
	Due date	15-10-2019
	Languages	AL, EN
Target groups	Teaching staff, Students, Trainees, Administrative & Technical staff, Librarians, All Albanian and Kosovo partners	
Dissemination level	Department, Regional, International	

2.4.4. Students' feedback on the programs

Expected Deliverable/ Results/ Outcomes	Type	Report
	Description	Feedback will be taken periodically from the MDTV students. The results will be analyzed, published and the necessary changes will be made.
	Due date	15-01-2020
	Languages	AL, EN
Target groups	Teaching staff, Students, Administrative staff, Future students, Industry broadcasters	
Dissemination level	Department, Regional, International	

2.4.5. Achieving academic sustainability

Expected Deliverable/ Results/ Outcomes	Type	Report
	Description	Procedures and suggestions for permanent improving of the new programs and permanent education of academic staff members will be established.
	Due date	15-10-2019
	Languages	AL, EN
Target groups	Teaching staff, Students, Administrative staff	
Dissemination level	Department, Regional, International	

WP 2: Development 2-5

Lead Organisation	RTSH	Participating Organisation	UAMD, EPOKAUNI, RTSH, UBT, UP
Title	Fostering collaboration with industries and MDTV experts		
Related assumptions and risks	<p>Assumptions:</p> <ul style="list-style-type: none"> - Enterprises/Industry will be interested in cooperation - Experts from industry will be willing to contribute to teaching on MDTV area <p>Risks:</p> <ul style="list-style-type: none"> - Memoranda on cooperation signed but not implemented - Difficulties in signing cooperation with other industries 		
Description	<p>The work in this WP will be organized with working group profiles those being industry members, university representatives and EU members, which will supervise the whole process through activities in quality management.</p> <p>During this work package, memoranda on cooperation with industry partners and other broadcasting enterprises will be signed. There will be collaboration memoranda among consortium members as well. Each memorandum should include support to developing and implementing MDTV-related studies, student internships with enterprises and programmes for engaging industry experts as guest teachers. Industry experts will be consulted for curriculum improvements as well and this will be included in the issues mentioned in the memorandum. All the partners from Kosovo and Albania will have to collaborate together to create strong and lasting relationships between universities and industry.</p> <p>Student internships with industry partners will be realized within the framework of this work package. Undergraduated and graduated MDTV students will have to complete this internship before they finish their studies.</p> <p>Engagement of industry experts in teaching will be realized by organizing industry expert lectures or open forums in the included higher education institutions. Depending on the topic, lectures will be organized in the scope of a certain course, or as lectures connected to a study programme as a whole.</p>		
Tasks	<ul style="list-style-type: none"> - RTSH will lead the activities of WP2-5 and will be the responsible partner for implementing them correctly. - Formalizing partnerships among consortium members <p>Establishing a plan to formalize collaboration with the industry partners</p> <ul style="list-style-type: none"> - Formalization of partnerships between industry/broadcasters and universities in Albania - Formalization of partnerships between industry/broadcasters and universities in Kosovo - Ensuring students' internships in broadcasters and specifically, internships for students in RTSH. - Organizing open forums/guest lecturing in collaboration with MDTV 		
Estimated Start Date (dd-mm-yyyy)	15-04-2018	Estimated End Date (dd-mm-yyyy)	15-10-2019

2.5.1. Formalizing collaboration with industry partners

Expected Deliverable/ Results/ Outcomes	Type	Report, Service/Product
	Description	Memorandum of understanding between HEIs and broadcasters will be realised. Memorandum among consortium members will be planned and realized as well.
	Due date	15-04-2019
	Languages	AL, EN
Target groups	Students, Administrative staff, Broadcasting enterprises	
Dissemination level	Department, Regional, International	

2.5.2. Student's Internship

Expected Deliverable/ Results/ Outcomes	Type	Report
	Description	All the undergraduate and graduate students will have to complete their internship before they finish their studies.
	Due date	15-10-2019
	Languages	AL, EN
Target groups	Students, Administrative staff, Industry partners	
Dissemination level	Department, Regional, International	

2.5.1. Guest lecturing with MDTV experts

Expected Deliverable/ Results/ Outcomes	Type	Report
	Description	During the realization of the program, guest lecturing, open forums, workshops, etc. will be organized.
	Due date	15-10-2019
	Languages	AL, EN
Target groups	Teaching staff, Students, Administrative staff, Experts from industry partners and others	
Dissemination level	Department, Regional, International	

WP 3:Quality Plan

Lead Organisation	UP	Participating Organisation	All partners
Related assumptions and risks	<p>Assumptions:</p> <ul style="list-style-type: none"> - Enough capacity for internal quality control - Understanding of quality control procedures <p>Risks:</p> <ul style="list-style-type: none"> - Bad or insufficient data - Standard procedures exist, but not respected 		
Description	<p>The new offered PM in MDTV has to undergo the accreditation process and has to be accepted at national and international levels. Therefore, assurance of the quality of the project activities, its deliverables and outcomes is of outmost importance. Quality of project activity management and financial management are among the most important factors that will influence the whole project results. For this reason, all the activities and their specific deliverables will be under the control and they will be checked during the whole project duration. It is the Steering Committee the body that will ensure a reliable and accurate quality control and monitoring. Initially, internal evaluation will be done by the internal staff members of MDTV program at all the institutions offering it. This will be realized for both the revised bachelor and the new professional master programs. Then, the necessary precautions will be taken for ensuring good quality programs and according to the required criteria and standards. After the internal evaluation, a peer review will be done by the EU experts in the field. Experts will be hired to complete this task.</p>		
Tasks	<ul style="list-style-type: none"> - Quality plan activity coordination - Quality plan reporting - Expert peer review 		
Estimated Start Date (dd-mm-yyyy)	15-10-2019	Estimated End Date (dd-mm-yyyy)	15-10-2020

3.1. Internal quality assurance on bachelor program

Expected Deliverable/ Results/ Outcomes	Type	Report
	Description	A detailed report on the quality of the bachelor program will be prepared.
	Due date	15-10-2020
	Languages	AL, EN
Target groups	All the stakeholders	
Dissemination level	Department, Regional, International	

3.2. Internal quality assurance PM program

Expected Deliverable/ Results/ Outcomes	Type	Report
	Description	A detailed report will be prepared for the quality of the PM program.
	Due date	15-10-2020
	Languages	AL, EN
Target groups	All the stakeholders	
Dissemination level	Department, Regional, International	

3.3. External evaluation of study programmes by experts

Expected Deliverable/ Results/ Outcomes	Type	Report
	Description	External experts will evaluate both bachelor and professional master program quality.
	Due date	15-10-2020
	Languages	AL, EN
Target groups	All the stakeholders	
Dissemination level	Department, Regional, International	

WP 4: Dissemination and Exploitation

Lead Organisation	EPOKAUNI	Participating Organisation	UAMD, EPOKAUNI, UBT, UP
Related assumptions and risks	<p>Assumptions:</p> <ul style="list-style-type: none"> - well motivated consortium members - support from industry experts and EU partners - high interest of potential bodies that would be related to the project outcomes - interest among potential Albanian/Kosovo students to continue their studies in this field of study <p>Risks:</p> <ul style="list-style-type: none"> - not well defined target groups - problems with accreditation process - dissemination and exploitation activities not well planned - Lack of financial resources 		
Description	<p>This WP is focused on the promotion of the project and its participants and the raising of public and industry awareness of the potential benefits of project outcomes. Therefore, it will target suitable public events like national and regional conferences, round tables and other suitable events. One of the first tasks in this package will be creating an active project web site. National media channels and partners from industry/broadcasters will have an important impact on this as well. Particular focus will be given to Internet tools and other social media applications to reach as large audience as possible in as efficient manner as possible.</p> <p>A special attention within this work package will be paid to promotion of developed study programmes among potential students. Marketing materials will be prepared and published and distributed to groups of interest. Furthermore, various visits will be paid to high schools and universities in the Albania and Kosovo in order to promote the MDTV-related studies. UAMD, EPOKAUNI, UBT and UP will create their specific working groups to realize this activity. Either visits to high schools or organization of other promotion activities will be performed.</p>		
Tasks	<ul style="list-style-type: none"> - Building web site and social network pages for promotion - Preparing marketing materials - Promotion in the Albanian/Kosovo high schools - Promotion in the Albanian/Kosovo universities 		
Estimated Start Date (dd-mm-yyyy)	15-10-2017	Estimated End Date (dd-mm-yyyy)	15-10-2020

4.1. Web site and social network promotion

Expected Deliverable/ Results/ Outcomes	Type	Report
	Description	A website will be built for the DIMTV project. Moreover, promotion through social network will take place with regularly updates.
	Due date	15-10-2020
	Languages	AL, EN
Target groups	All the stakeholders	
Dissemination level	Department, Regional, International	

4.2. Preparing marketing materials

Expected Deliverable/ Results/ Outcomes	Type	Report, Service/Product
	Description	Marketing materials (posters, booklets, newsletters, etc.) will be prepared and distributed.
	Due date	15-10-2019
	Languages	AL, EN
Target groups	All the stakeholders	
Dissemination level	Department, Regional, International	

4.3. Promotion in the Albanian/Kosovo high schools and universities

Expected Deliverable/ Results/ Outcomes	Type	Report, Event
	Description	Promotions will be done in Albanian and Kosovo high schools and universities. Also some workshops and seminars are planned.
	Due date	15-10-2018
	Languages	AL, EN
Target groups	Teaching staff, Students, Other teachers, Existing and future students, and Industry as well	
Dissemination level	Department, Regional, International	

WP 5: Management

Lead Organisation	UAMD	Participating Organisation	All partners
Related assumptions and risks	<p>Assumptions</p> <ul style="list-style-type: none"> - Good cooperation among organizing committee members and all other consortium members - Proactive approach in project implementation - Well defined management structure - Best knowledge and experience in project management - On-time risk management <p>Risks:</p> <ul style="list-style-type: none"> - Low commitment of the partners - Resistance to change 		
Description	<p>Project management will be focused on the project progress regarding expenditure, use of resources, implementation of activities, delivery of results and outcomes and the management of risks. In order to achieve the wide and specific objectives of the project, the project team will systematically collect, analyze and use relevant information about project progress. Systematic reviews and control will ensure the possibility to reflect on the progress of the project and the content of progress reports in case any problem occurs. A continuous communication is the most critical factor for an efficient and effective leadership.</p> <p>The major decision-making body of the project is the Steering Committee (SC), which will be established by selecting one representative member from each consortium member. Another important organizational body of the project is the Project Management Board (PMB), which will deal with the organization and operative decisions of any activity related to the project. Most of the members of this body will be from the leading institution since it will have to do with division of responsibilities and tasks to assure an effective and efficient project management. PCB will meet four times a year, while SC will meet twice a year and online meetings will be held whenever necessary. Risks related to the management will be predefined, managed and controlled during the whole project. This WP also includes reporting and communication with national and international Erasmus plus offices. Organization and coordination of project activities will be reported yearly.</p>		
Tasks	<ul style="list-style-type: none"> - Holding meetings with Steering /project committee members - A plan for organizing and coordinating project activities - A plan for financial management - Interim and final reports will have to be written 		
Estimated Start Date (dd-mm-yyyy)	15-10-2017	Estimated End Date (dd-mm-yyyy)	15-10-2020

5.1. Steering/Project management committee meetings

Expected Deliverable/ Results/ Outcomes	Type	Report, Event
	Description	Several meetings will be held.
	Due date	15-10-2020
	Languages	AL, EN
Target groups	Teaching and Administrative staff, Industry	
Dissemination level	Department, Regional, International	

5.2. Organizing and coordinating project activities

Expected Deliverable/ Results/ Outcomes	Type	Report
	Description	Reports on the activities will be written at the end of first, second and third year of the project.
	Due date	15-10-2020
	Languages	AL, EN
Target groups	All the stakeholders	
Dissemination level	Department, Regional, International	

5.3. Financial management

Expected Deliverable/ Results/ Outcomes	Type	Report
	Description	Reporting on financial management will be realized.
	Due date	15-10-2020
	Languages	AL, EN
Target groups	All the stakeholders	
Dissemination level	Department, Regional, International	

5.4. Preparation of Progress and Final Reports

Expected Deliverable/ Results/ Outcomes	Type	Report
	Description	<p>Project leaders in coordination with all the other consortium partners will prepare a detailed progress and final report about the realization of project management and activities.</p> <p>Progress & final reports: ‘implementation of the action’ (description of the progress made, statistics and indicators, tables of achieved/planned outcomes, etc</p>
	Due date	14-04-2019 (Progress report) 14-12-2020 (Final report)
	Languages	AL, EN
Target groups	Teaching staff, Students, Administrative staff, Industry	
Dissemination level	Department, Regional, International	

Questions and Discussions?

Thank you for your attention...