



Co-funded by
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**Digital transformation of HEIs education
process in Ukraine and Moldova for sustainable
engagement with enterprises, DIGITRANS**
101127683 — DIGITRANS — ERASMUS-EDU-2023-CBHE

**Project targets, deliverables, work
plan**

January 11-12th 2024

Dr.ing.sc. Anatolijs Zabashta,
Project coordinator
Riga Technical University

Agenda on January 11th

- Short introduction from all participants
- Welcome by RTU
- Welcome by NEO Latvia
- Presentations - introduction of the partners: 10 min
- Project targets, deliverables, KPIs
- Work packages leaders:
 - Activities
 - Milestone
 - Deliverables
- Visiting of RTU laboratories
- Wrap of the day one

Partners – short introduction

1. Riga Technical University, RTU
2. Dunarea de Jos University of Galati, UDJG
3. NATIONAL & KAPODISTRIAN UNIVERSITY OF ATHENS, NKUA
4. Chernihiv National Technological University, CPNU
5. Kharkiv National Automobile and Highway University, KhNAHU
6. Lutsk National Technical University, LNTU
7. Subsidiary SNT Ukraine (SNT Ukraine)
8. Technical University of Moldova, UTM
9. Alecu Russo Balti State University, USARB
10. Cahul State University B.P. Hasdeu, USC
11. ICS DRA Draexlmaier Automotive SRL, Draexlmaier GM

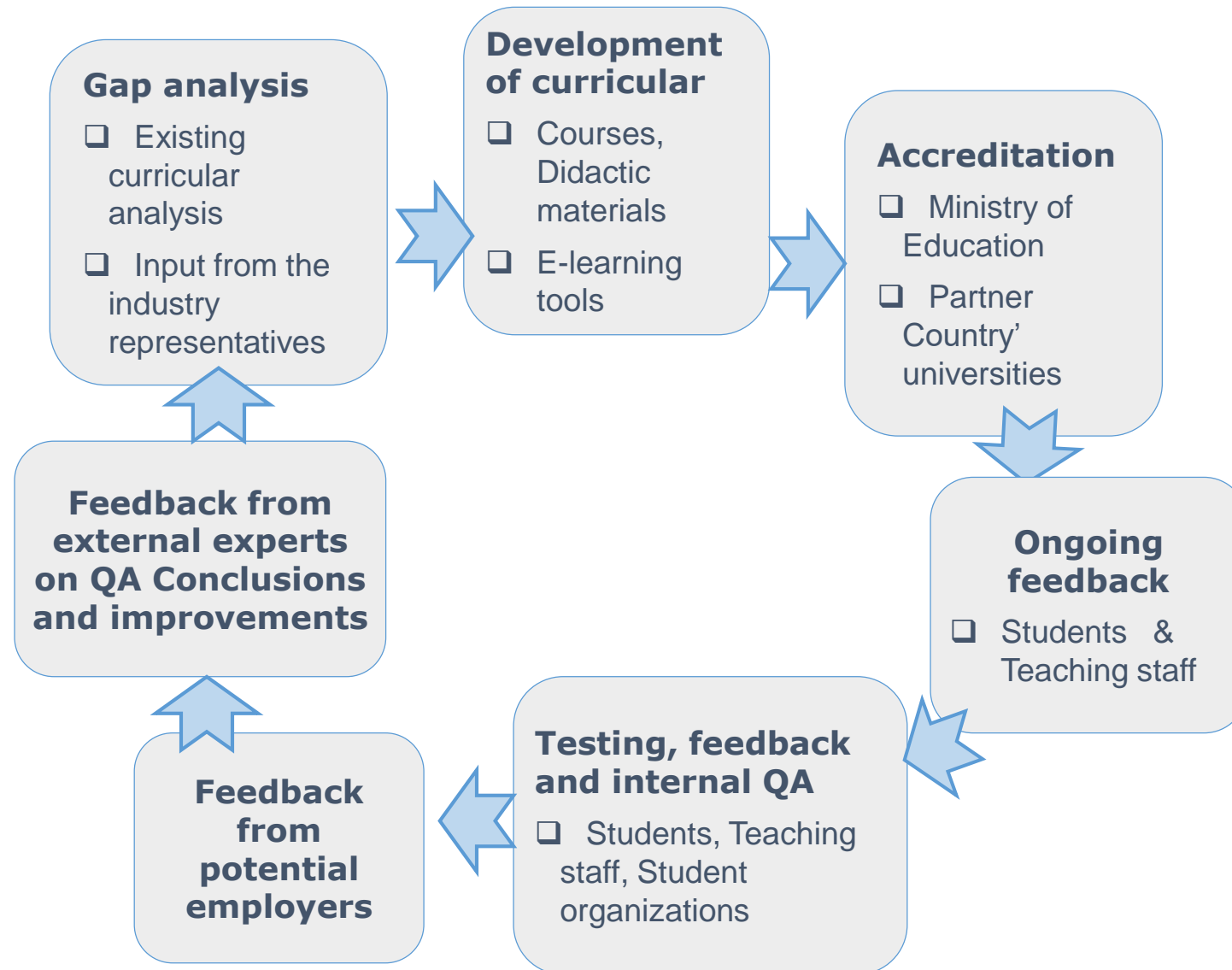
Associated partners

12. Avtodom Kharkiv LLC
13. Elcars LLC (Autoserviss)
14. Avtoconcept” (Avtoconcept LLC)
15. Informbusiness SRL

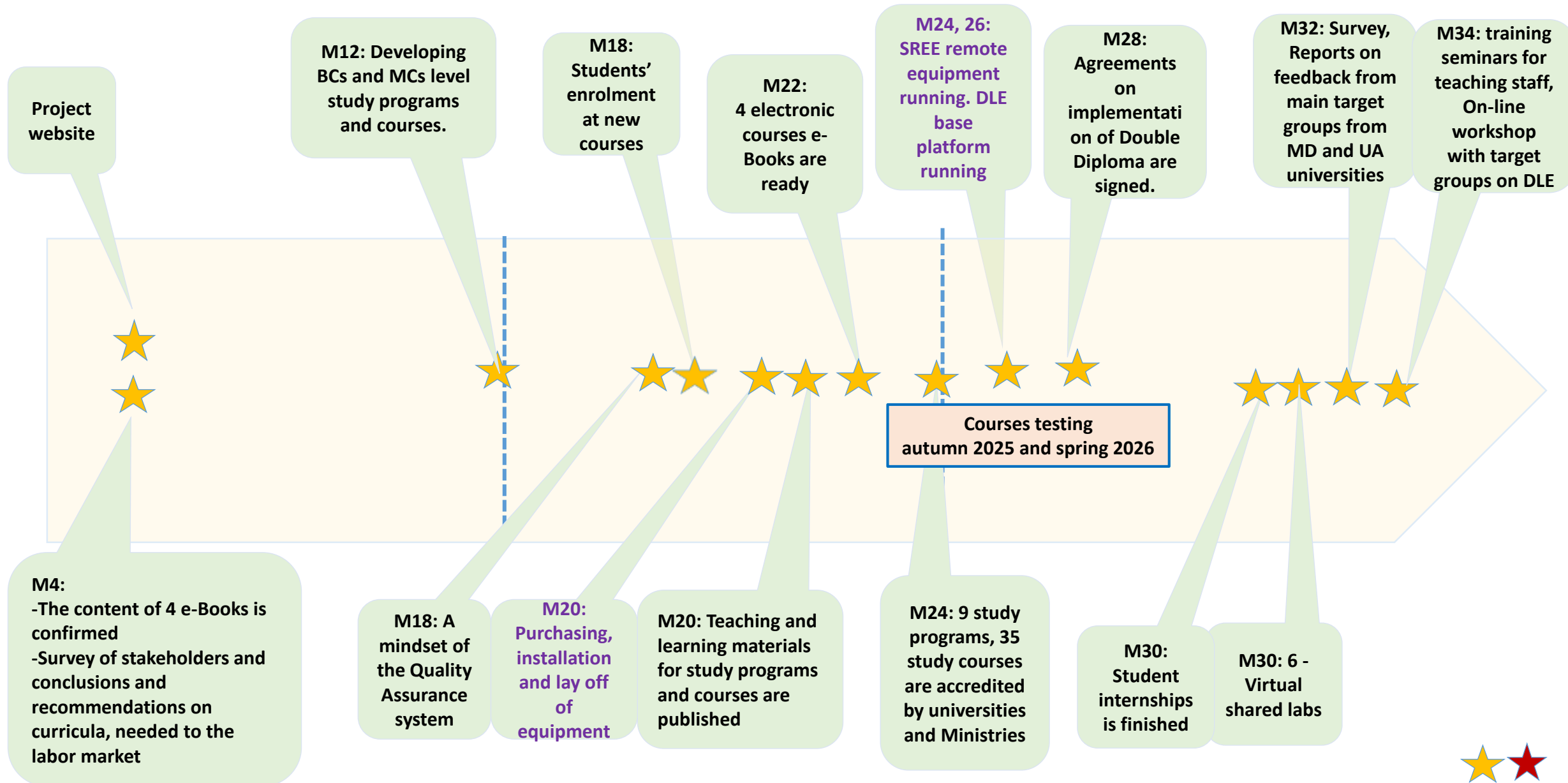
**Introduction of a partner and its
teams:
All partners**

**Project targets, deliverables, KPIs,
planning of meetings and workshops.
Discussion.**

DIGITRANS project idea



Deliverables schedule 2023-26



Indicators from LFM matrix 1

- Number of new developed/ modernised and accredited study programs – 9 programs.
- Number of new/ modernised courses – 35 courses.
- Number of The European Credit Transfer and Accumulation System (ECTS) – 160 credits.
- Number of UA and MD students, which have training in EU partner's premises and labs – 72 students.
- Number of UA and MD teaching staff which have training in EU partner's premises and labs – 54 staff.
- Number of students, who participate in Pitch competition (for a new product development) event in RTU – 18 students.
- Number of teaching and technical staff of partner's HEIs, who participate in workshops on courses and programs development, e-learning platform acquisition, digital tools learning, virtual labs development training (on-line) – 144 staff.
- Number of students, who undertake internship at industrial partner's plants and associated partner's plants – 41 students.
- Number of students, who receive organisational and technological support for student's internship and bachelor / master degree thesis preparation from industrial stakeholders – 6 students.

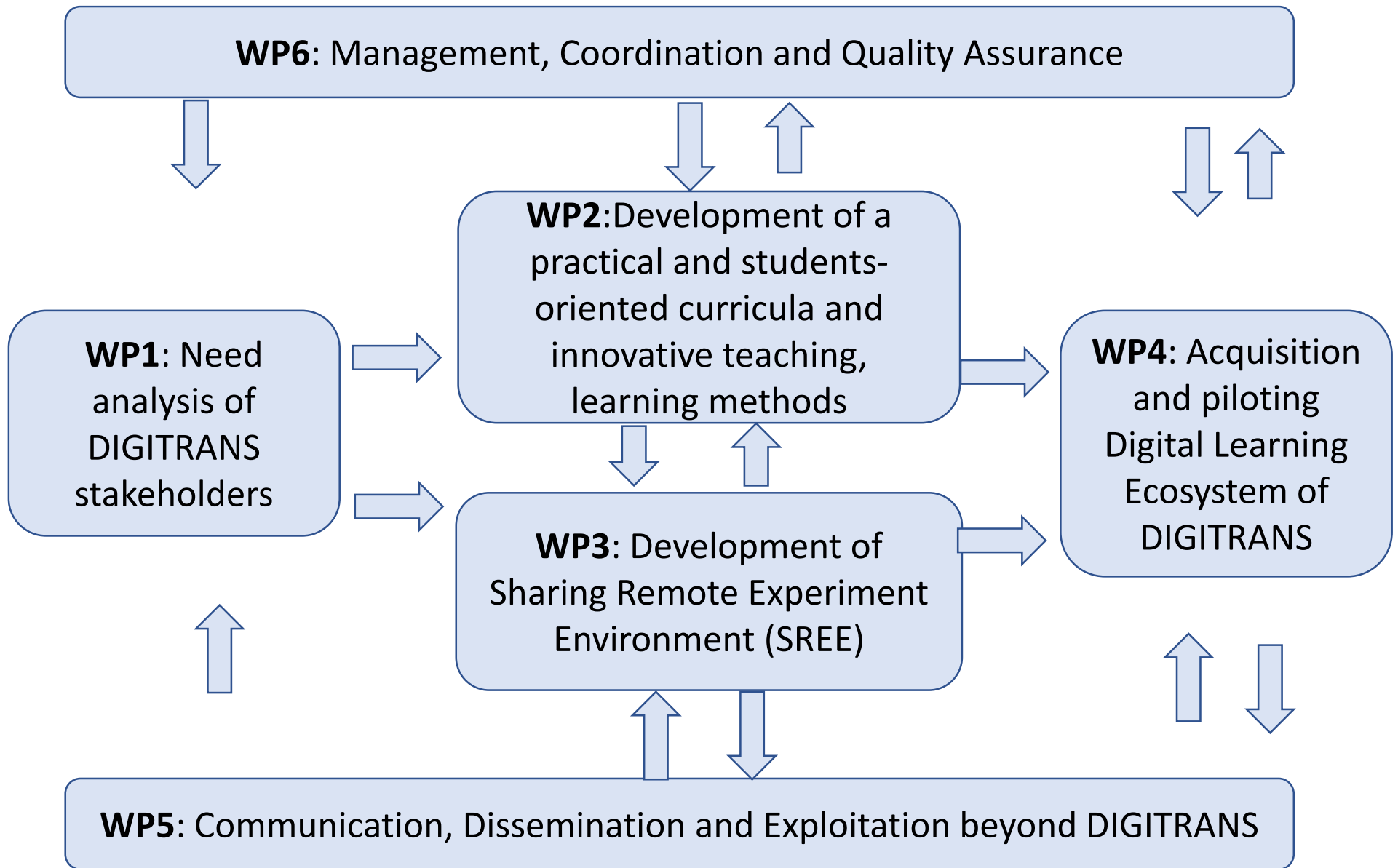
Indicators from LFM matrix 2

- New text books (e-books) for students and teaching staff elaborated in cooperation with EU, Ukrainian and Moldavian partners – [4 text books](#).
- Number Double Diploma programs developed in cooperation between EU, Moldavian and Ukrainian HEIs – [2 partnership agreements](#).
- Sharing Remote Experiment Environment (SREE) platform for remote laboratories – [1 platform](#).
- Digital Learning Ecosystem (DLE) is developed – [1 DLE](#).
- Based on Sharing and Modelling Simulating Environment platform, 6 virtual shared labs of common interest for usage by teachers and students are developed – [6 labs](#).
- Based on new developed Sharing Remote Experiment Environment, 2 remote shared labs on physical equipment of common interest for usage by teachers and students are developed – [2 labs \(CPNU\)](#)
- Due to creation of the Digital Learning Ecosystem (DLE), which provides opportunity for distance and virtual labs and courses, a real convenient opportunity to [involve displaced students and academic staff in education process](#) is created.

New teaching e-books for students and teachers

1. «Electric drive, automotive electronics and energy-saving technologies for modern transport» - **KhNAHU**
2. «Integrated course of Automotive transport» – **LNTU**
3. "Design of Digital Control Systems« - **CPNU**
4. "Digitalization in entrepreneurship" - **RTU**

We also discussed about e-book-UDJG - "*Digitalization of automotive repair and maintenance service*", however, did not make any commitment



Arrangements for the project start

- Accreditation by governments of Ukraine and Moldova
- List of members of the project team of each partner
- Google drive repository. Owners Anatolijs and Darja
- Arrangement for tender for equipment
- Communication means from the very beginning:
 - Project website – RTU, probably in February
 - Social media: LinkedIn, Facebook, any other...
 - Mass media: press release about Kick-off meeting by each partner

Working plan for 2024

E1.1	All	1 st workshop of WP1	11-12.01.2023	-The purpose of 1st WS: the partners will confirm WP1 implementation plan. -WS1 will be arranged in parallel with the Kick-off meeting.	Riga, LV
E6.5		Kick-off meeting			
E1.2	All	2 nd workshop of WP1	April 11-12th 2024	-To confirm the content of Five electronic courses of e-Books; - To confirm the Ex-Ante reports from MD-UA universities - To discuss the finding of a preliminary survey of stakeholders, which is arranged in a frame of WP1. -To discuss the Report on recommendation, which will be used for curriculum, syllabuses, didactic materials.	Athens, GR
E2.1	All	Workshop on Double Diploma programs	On a week 17-21 of June 2024	-Beneficiaries will discuss the results of EU-MD-UA education programs analysis -Will discuss and accept a plan of the Double Diploma programs (DDP).	Balti, MD
E6.2		1 st MC meeting		- MC will approve the QAMT; - Consortium will discuss and approve the Project Quality Assurance plan (PQAP), and PAS. -It will follow up the project progress, providing corrective actions if necessary	
E4.4	RTU, CPNU, KhNAHU, LNTU, UTM, USARB, USC	School for the training of teachers in Riga	September 2024 on the week 9-14th	The group of teaching staff of MD-EU universities will be retrained in the premises and labs of RTU on the topics of newly developed curricula. Trainees will be introduced in EU university's education and research practices. Cultural awareness program and study visit to industrial partners will be included in the program of the school.	Riga, LV
E4.1	All	1st Workshop on innovative teaching methods & digital environments	On the week 21-25 of October 2024	- At the 1st Workshop all partners will present their experience on innovative teaching methods & digital environments experience, and how the methods and tools will be implemented in newly developed programs and courses. - The teaching and learning schedule for teaching/ academic/ technical staff and students will be confirmed, therefore preparation of trainees will be started	Galati, RO
E6.5		2nd MC meeting		-Management Committee meeting will follow up the project progress, providing corrective actions if necessary.	

Leaders of work packages

Day 2: MC meeting

Agenda for day 2

- ERASMUS+ Program's tasks, opportunities and problem issues in Ukraine
- ERASMUS+ Program's tasks, opportunities and problem issues in Moldova
- **WP6** Management, Coordination and Quality Assurance
 - Case Study of QA in RTU
 - Quality Assurance system' setup
 - Project financial aspects. Tenders for the equipment.
 - Management plan, reporting and progress monitoring.
 - Communication tools for the project team members
- **WP1** Need analysis of DIGITRANS stakeholders

Case Study of QA in RTU

Quality Assurance (continuing)

Prof Kuņicina/

Quality Assurance and reporting

- Continuous reporting via [FTOP Portal](#)
- In a frame of QA we will create [templates for reports](#) from the beneficiaries.
- We will create the [form for deliverables](#)
- A [schedule for periodic reports](#) and deliverables

Communication tools and repositories for the project team members

1. Repository on Google Drive:

Instructions, reporting forms, deliverables, meetings, plans, e-books, courses description, proofs of accreditation, etc.

2. Webpage of DIGITRANS (*for public materials*)

Home	Summary	Partners	Events	Dissemination	Reports	Contacts
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Links to: Facebook, LinkedIn, You Tube, etc.

3. Websites of the partners:

courses description, proofs of accreditation, teaching and learning materials, etc.

4. Sharing Remote Experiment Environment (SREE) platform for remote laboratories /hosted by CPNU/

- Laboratories, courses, tests, etc.

May be we need to arrange WhatsApp group or something like this?

Financial issues

Reporting and payment schedule (art 21, 22):

Reporting					Payments	
Reporting periods			Type	Deadline	Type	Deadline (time to pay)
RP No	Month from	Month to				
					Initial prefinancing	30 days from entry into force/ financial guarantee (if required) – whichever is the latest
1	1	36	Periodic report	60 days after end of reporting period	Final payment	90 days from receiving periodic report

Prefinancing payments and guarantees:

Prefinancing payment		Prefinancing guarantee		
Type	Amount	Guarantee amount	Division per participant	
Prefinancing 1 (initial)	503 667.50	n/a	1 - RTU	n/a
			2 - UDJG	n/a
			3 - NKUA	n/a
			4 - CPNU	n/a
			5 - KhNAHU	n/a
			6 - LNTU	n/a
			7 - SNT Ukraine	n/a
			8 - TUM	n/a
			9 - USARB	n/a
			10 - USC	n/a
			11 - DRÁXLMAIER	n/a

Reporting and payment modalities (art 21, 22):

Can the project survive without money?

- To get a commitment from your management to plan a pre-financing plus co-financing.
- Lobbying of the project interests everywhere: to NEO, Ministry of Education
- Formal appeals to EACEA for additional pre-financing. *As soon as 70% of pre-financing will be used, to report to Coordinator.*
- Prioritizing of the targets and activities: equipment & software first
- Probably, the part of the meeting and trainings (first of all that were planned in Ukrainian) to be shift on line
- Try to finish WP2 and WP3 and may be WP4 before the planned schedule
- Any other ideas

Financial issues

- The external auditor is not envisaged at the end of the project, however, EACEA can ask any proofs of the eligibility of cost spent.
 - Travels
 - Salaries
 - Equipment
 - Services (e.g. for meetings)

EACEA will arrange one on-line meeting in February

Thank you for the questions!

