

# FLIGHT

## “Future Learning in Vocational Education using Innovative Drone Technology”

KA220-VET

### First Transnational Project Meeting Evaluation Report

| Version | Date       | Responsible                                                    | Description/Remarks/ Reason for changes |
|---------|------------|----------------------------------------------------------------|-----------------------------------------|
| 1.0     | 08/11/2024 | Kylene De Angelis (Training 2000), Sara Caboni (Training 2000) | Final review                            |

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## Introduction

The FLIGHT first transnational project meeting report summaries the evaluating results and impacts of the first transnational project meeting (TPM1) held on 21-22 October 2024 in Kumanovo (North Macedonia). All the partners participated face to face in the meeting. During the meeting partners presented and discussed the main activities and tasks for each workpackage in order to define next deadlines and specific roles and responsibilities.

This report presents the results of evaluation questionnaires compiled by participants and it is organized as follows:

- Section 1 is dedicated to a short presentation and description of the questions of the questionnaire to clarify the main aspects and indicators applied to assess the quality of the project meeting.
- Section 2 presents the answers and the main findings concerning the first project meeting in North Macedonia.

A total of 18 people participated in the meeting and filled in the evaluation questionnaire about TPM1. A total of 18 responses were collected.

## Section 1 – Evaluation questionnaire questions

### 1. The Overall Quality of the meeting

The overall QUALITY, please tell us how productive the meeting was using a 1 to 5 scale where 1 means not at all productive and 5 means extremely productive.

**1-Not at all productive**

**2-A little productive**

**3-Neutral**

**4-Mostly productive**

**5- Extremely productive**

As open ended question, the respondent can explain the reason why he/she feel that way about how productive the meeting was

### 2. Meeting content and organization

In this section, the level of agreement with the following statements about the meeting will be evaluated using a 1 to 5 scale, where 1 means “strongly disagree” and 5 means “strongly agree”. The respondents showed their level of agreement with the proposed statements choosing one of the following options:

**1-Strongly disagree**

**2-Disagree**

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**3-Neutral**

**4-Agree**

**5- Strongly agree**

The following are the statements to agree or disagree with:

- ☐ The meeting objectives were clearly communicated in advance of the meeting
- ☐ The meeting objectives were met
- ☐ Follow-up actions resulted from the meeting
- ☐ Owners of follow-up actions were assigned
- ☐ The meeting coordinator effectively moderated the meeting
- ☐ Meeting attendees had an opportunity to participate

### 3. Meeting logistics

In this section, the level of agreement with the following statements about the meeting will be evaluated using a 1 to 5 scale, where 1 means “strongly disagree” and 5 means “strongly agree”. The respondents showed their level of agreement with the proposed statements choosing one of the following options:

**1-Strongly disagree**

**2-Disagree**

**3-Neutral**

**4-Agree**

**5- Strongly agree**

The following are the statements to agree or disagree with:

- ☐ The meeting was the appropriate length of time
- ☐ The presentations were clear
- ☐ The technical aspects were successfully handled by the host partner

### 4. The Usefulness of the Meeting

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In this section, the level of agreement with the following statements about the meeting will be evaluated using a 1 to 5 scale, where 1 means “strongly disagree” and 5 means “strongly agree”. The respondents showed their level of agreement with the proposed statements choosing one of the following options:

**1-Strongly disagree**

**2-Disagree**

**3-Neutral**

**4-Agree**

**5- Strongly agree**

The following are the statements to agree or disagree with:

- ☐ Discussions were relevant for the project
- ☐ The methods of working were suitable for the topics and the group
- ☐ I enjoyed the cooperation with the other partners
- ☐ My expectations about this meeting were met or exceeded
- ☐ Difficulties were treated constructively/readily

## 5. The efficacy of the Meeting

In this section, the efficacy of the meeting – in terms of success in reaching the foreseen goals- will be evaluated using a 1 to 5 scale, where 1 means “not at all” and 5 means “very much ”. The respondents showed their level of agreement with the proposed statements choosing one of the following options:

**1-Not at all**

**2-not**

**3-more or less**

**4-yes**

**5-very much**

The following are the statements to agree or disagree with:

- ☐ Allowed to address management and financial issues

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- ☐ Allowed to clarify the next steps and activities to be implemented
- ☐ Allowed to organise the activities in an efficient way
- ☐ Allowed to clarify partners' tasks and to define the next deadlines

## 6. The effectiveness of the Meeting

In this section, the effectiveness of the meeting will be evaluated by the participants through 2 open-ended questions:

**1- What did you find most effective about the meeting?**

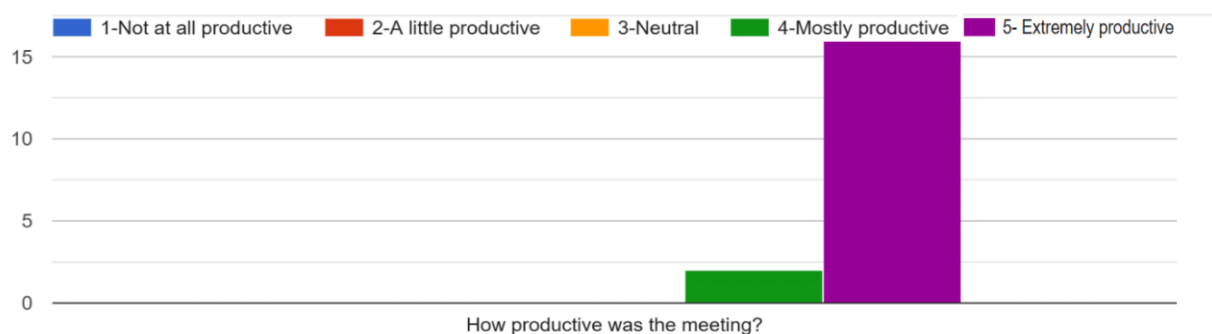
**2- What did you find least effective about the meeting?**

## Section 2 – Main results

### 1. The Overall Quality of the meeting

In this section, the quality of the meeting had been assessed; the overall quality of these aspects is very good according to the feedback collected among the partners.

The overall QUALITY, please tell us how productive the meeting was using a 1 to 5 scale where 1 means not at all productive and 5 means extremely productive.



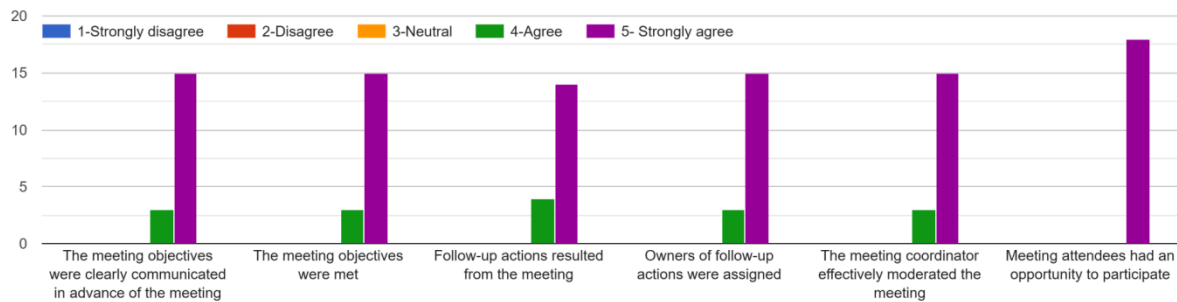
Regarding the pen-ended questions “how productive the meeting was?”, the meeting was extremely productive based on the feedback provided by some of the partners. All the partners agreed that the meeting was pivotal for establishing a common understanding of the project goals, main activities to be

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implemented in the next months, roles and responsibilities. Overall, all planned elements were discussed, participants were well-prepared, and the meeting achieved its objectives

## 2. Meeting content and organization

Meeting content and organization. Please tell us your level of agreement with the following statements about the meeting using a 1 to 5 scale, where 1 means you strongly disagree and 5 means you strongly agree.



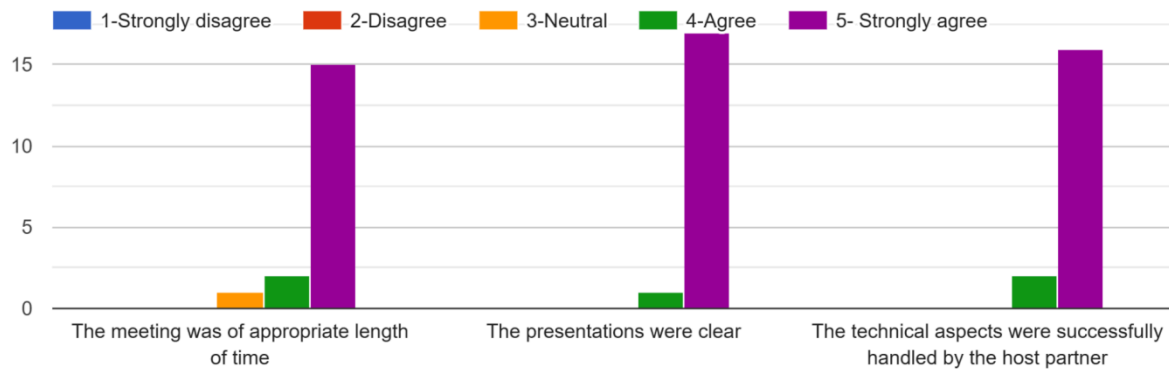
Overall, the evaluations collected among the partners indicate a successful meeting. The positive feedback regarding the meeting content and activities, along with the overall positive evaluation of the meeting's organization, show how effective the meeting coordinator was. The fact that the majority of participants expressed agreement or strong agreement with the meeting content and activities highlights their satisfaction and engagement during the discussion. Only 2 participants expressed a less neutral evaluation. This feedback can be used to further improve future meetings and ensure that the follow-up activities are aligned with the participants' expectations and needs.

## 3. Meeting logistics

The partners provided positive feedback regarding the meeting logistics, including the length of time, clarity of the presentation, and technical aspects. As shown in the graph below, the majority of the partners expressed strong agreement or agreement with these aspects, which indicates their satisfaction with the meeting logistics in Kumanovo.

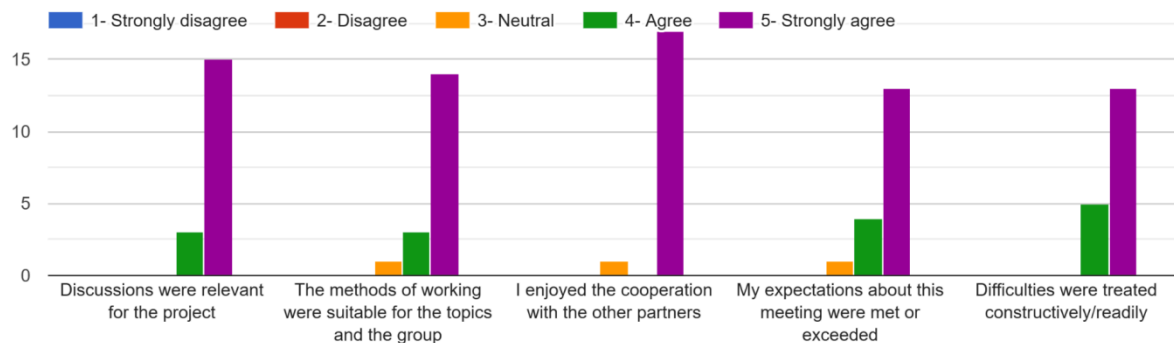
However, it is worth noting that one respondent reported a neutral evaluation regarding the appropriate time management by the host partner as the meeting was perceived as too long. This feedback can be used to further improve future meetings and ensure that the follow-up activities are aligned with the participants' expectations and needs.

Meeting logistics. Please tell us your level of agreement with the following statements using a 1 to 5 scale, where 1 means you strongly disagree and 5 means you strongly agree.



## 4. The Usefulness of the Meeting

Usefulness of the Meeting. Please tell us your level of agreement with the following statements using a 1 to 5 scale, where 1 means you strongly disagree and 5 means you strongly agree.



The partners provided positive feedback regarding the usefulness of the meeting: Discussions were relevant for the project, The methods of working were suitable for the topics and the group, the cooperation with the other partners was effective.

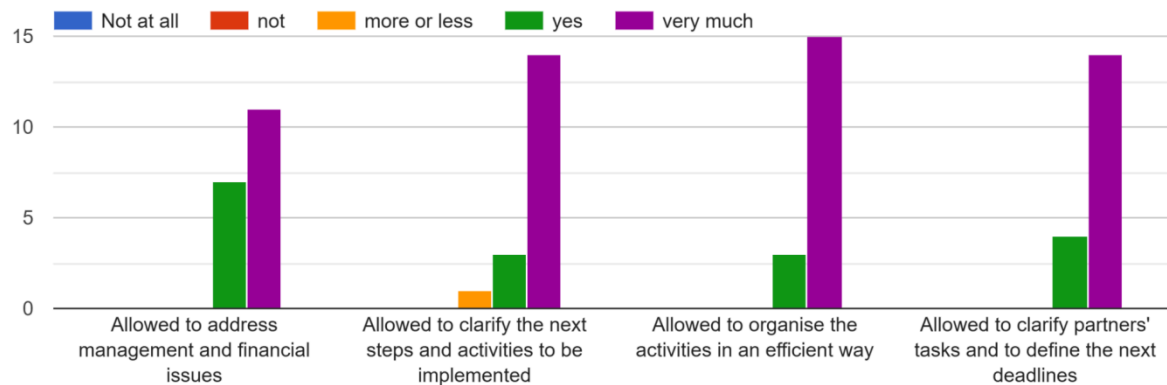
Almost all the partners agreed or strongly agreed with the fact that their expectations about this meeting were met or exceeded and that the Difficulties were treated constructively/readily. The fact that the majority of partners agreed or strongly agreed that their expectations for the meeting were met or exceeded is a clear indication of the meeting's success in delivering value to the participants.

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One responded expressed neutral evaluation about suitability of the working method for the topics and the group, about the enjoyment of cooperating with the other partners and the expectations met.

## 5. The efficacy of the Meeting

I think that the Meeting:



The majority of respondents agree or strongly agree with the statement that the meeting allowed to address management and financial issues, the definition of each partner's responsibility, next steps, and deadlines in project implementation. This positive assessment highlights the effectiveness of the meeting in fostering clarity and alignment among the partners. One respondent expressed a neutral evaluation about the capacity of the meeting to clarify the next steps and activities to be implemented in the next months. It will be taken under consideration to improve the next meeting.

## 6. The effectiveness of the Meeting

Regarding the open-ended questions "What did you find most effective about the meeting?", the participants express positive feedback. The following comment is highlighted:

*"Especially the variety of the partner organizations' profiles made our project far reaching in terms of looking different perspectives to reach the outcomes. Also the harmony of all the partners were so satisfying and the partnership was so motivated and productive during the meeting. The host was super nice and organized every detail such a practical and hospitable way."*

The appreciation received highlights several key aspects of the meeting that were well-received among the participants: the participants were well-prepared and engaged in fruitful discussions during the meeting. A successful aspect was the clarification of deadlines and tasks for the next TPM. The presentations about drone applications and the brainstorming session on the alignments between the project objectives and drone technologies was a particularly successful component of the meeting.

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Only one respondent stated that the least effective thing within the project was the length of the meeting and ambiguity about some technical aspects of WP2 that still have to be defined in the coming months.

## Conclusions

The evaluations suggest that the meeting was mostly productive and successful in terms of achieving its objectives, actively involving participants, and delivering valuable content. The positive responses from the majority of participants reinforce the effectiveness of the meeting coordinator and highlight the overall positive evaluation of the meeting's content and organization. **(Overall quality)**

About the **meeting logistics**, most participants expressed a positive evaluation for the hosting organization in Kumanovo (North Macedonia). The main negative aspect highlighted by participants was the length of the meeting that was perceived as too long. This feedback will be used constructively for the next transnational project meeting in Turkey.

The positive evaluation of the **Usefulness of the Meeting** demonstrates that the meeting was beneficial, constructive, and productive for the partners involved. It indicates that the meeting effectively met the project's objectives and fostered a cooperative environment among the participants.

About the **efficacy of the meeting**, the unanimous agreement among the participants affirms that the meeting provided a platform for open and constructive discussions, enabling all partners to have a clear understanding of their roles, deliverables, and timelines. This is crucial for effective project implementation and collaboration. This evaluation shows the success of the meeting in ensuring clarity, accountability, and shared expectations among the partners, which bodes well for the future progress of the project.

Overall, the positive feedback registered among TPM1 participants confirm the **effectiveness of the meeting** in areas such as work plan development, collaboration, activity organization, and task management.

The most effective aspects of TPM1 can be summarized as follows:

1. Communication between partners: The participants found the communication between partners to be highly effective. This indicates that there was open and clear communication throughout the meeting, enabling effective collaboration and understanding.
2. Presentation and discussion of project results, deadlines and responsibilities: The presentation and discussion about the WP together with each partner role and responsibilities at medium and long term were considered highly effective. Moreover the brainstorming session about the alignments between the application and possible drone application allowed participants to identify weaknesses which are going to be faced in the next months.

The least effective aspects of the meeting were:

1. Lack of clarifications of work packages: Some participants felt that there was a need for broad clarifications of certain work packages (WP2 – The FLIGHT KIT) which may have led to ambiguity or confusion. This could have affected the understanding and implementation of specific tasks. In particular there was a need for more specific information about the types of drones to be used and their distribution among partners.
2. Meeting Length: A few participants felt the meeting was too long. This feedback will inform the organization of the next transnational project meeting.

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Overall, the majority of participants found the meeting effective and informative. However, addressing the issues mentioned above could improve future meetings and project outcomes.