1 year

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **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. | Established International Academic Board |  | **X** |  |  |  |  |  |  |  |  |  |  |  |
| 1.2. | Kick-off meeting |  | **X** |  |  |  |  |  |  |  |  |  |  |  |
| 1.3. | Needs and objectives analysis (+ Analytic report on the CA employability system) |  | **X** | **X** |  |  |  |  |  |  |  |  |  |  |
| 1.4. | Draft versions of guidelines on “University-Employer” cooperation & concepts of CA National Centres |  |  |  | **X** | **X** |  |  |  |  |  |  |  |  |
| 1.5. | Workshop on guidelines and NC concepts corresponding to national needs |  |  |  |  | **X** |  |  |  |  |  |  |  |  |
| 2.1. | Final version of guidelines on “University-Employer” cooperation |  |  |  |  |  | **X** |  |  |  |  |  |  |  |
| 2.2. | Developed UENC concept and workplan |  |  |  |  |  |  | **X** |  |  |  |  |  |  |
| 2.3. | Established UENC |  |  |  |  |  |  |  | **X** |  |  |  |  |  |
| 2.4. | Trained staff for National Centers |  |  |  |  |  |  |  | **X** |  |  |  |  |  |
| 2.5. | Established CA Network of the National Centers |  |  |  |  |  |  |  |  | **X** | **X** |  |  |  |
| 3.1. | Developed terms of reference |  |  |  |  |  |  |  |  |  |  | **X** | **X** | **X** |
| 3.2. | Composed and renovated database of senior students and graduates |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.3. | Developed UENC Portal for career finding |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.4. | Deployed UENC Portal |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.5. | Published career finding guidelines |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.1. | CA university Alumni Associations |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.2. | Trained leaders of Alumni Associations in EU universities |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.3. | Established REDs |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.4. | Retrained staff in EU for departments in CA countries |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.5. | Prepared plan on curiculum changes according to national market needs by REDs |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.6. | Prepared annual plan of events for students by Alumni Associations |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.1. | Validated National Centers by Ministries of Education |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.2. | Published recommendations on improving of employability system |  |  |  | **X** |  |  |  |  | **X** | **X** |  |  |  |
| 5.3. | Registered Alumni Associations as NGO |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.4. | Annual conference of Ministries of Education with Alumni Associations |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6.1. | Pilot groups of students and alumni (10 people from each country) |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6.2. | Retraining of students according to national market needs |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6.3. | Holded National Job Fairs by UENC |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6.4. | Reports on employed members of pilot group |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7.1. | Developed project web-site |  | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** |
| 7.2. | Promoted project in mass-media |  |  |  |  |  | **X** |  |  |  |  |  |  | **X** |
| 7.3. | Published materials of activities on national level |  |  |  |  |  |  |  |  |  | **X** |  |  |  |
| 7.4. | Annual conferences |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8.1. | Established Quality Control Commision (QCC) |  |  | **X** |  |  |  |  |  |  |  |  |  |  |
| 8.2. | Internal semi-annual evaluation of the project quality |  |  |  |  |  |  | **X** |  |  |  |  |  | **X** |
| 8.3. | Analytical reports on "university-employers" relations changes |  |  |  |  |  |  | **X** |  |  |  |  |  |  |
| 8.4. | Project documentation keeping and analysing |  | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** |
| 8.5. | Annual experts review |  |  |  |  |  |  |  |  |  |  |  | **X** |  |
| 9.1. | Created General and Local Project Management Group |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 9.2. | Day-to-day management |  | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** |
| 9.3. | Quarterly reports on project progress and implementation of activities |  |  |  | **X** |  |  | **X** |  |  | **X** |  |  | **X** |
| 9.4. | Coordination meetings |  |  |  |  |  |  |  | **X** |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

2 year

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **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. | Established International Academic Board |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.2. | Kick-off meeting |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.3. | Needs and objectives analysis (+ Analytic report on the CA employability system) |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.4. | Draft versions of guidelines on “University-Employer” cooperation & concepts of CA National Centres |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.5. | Workshop on guidelines and NC concepts corresponding to national needs |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.1. | Developed and presented UENC workplan |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.2. | Trained staff for National Centers |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.3. | Established UENC |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.4. | Composed and renovated database of senior students and graduates |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.5. | Developed UENC Portal for career finding |  | **X** | **X** | **X** | **X** | **X** |  |  |  |  |  |  |  |
| 2.6. | Established CA Network of the National Centers |  | **X** | **X** |  |  |  |  |  |  |  |  |  |  |
| 2.7. | Deployed UENC Portal |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.1. | Organized short retraining courses in EU for REDs' staff |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.2. | Retrained staff in EU for departments in CA countries |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.3. | Prepared and published materials |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.4. | Established REDs |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.1. | Student Career Club |  | **X** |  |  |  |  |  |  |  |  |  |  |  |
| 4.2. | Trained leaders of student career clubs in EU universities |  | **X** | **X** |  |  |  |  |  |  |  |  |  |  |
| 4.3. | University Consulting Centers of employers |  |  | **X** | **X** | **X** |  |  |  |  |  |  |  |  |
| 4.4. | CA university Alumni Associations |  | **X** | **X** |  |  |  |  |  |  |  |  |  |  |
| 4.5. | Published career finding guidelines |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.6. | Prepared annual plan of events for students |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.1. | Validated National Centers by Ministries of Education |  |  |  |  |  |  |  | **X** | **X** | **X** |  |  |  |
| 5.2. | Published recommendations on improving of employability system |  |  |  |  |  |  |  |  |  |  | **X** | **X** |  |
| 5.3. | Registered Alumni Associations & Student Career Clubs as NGO |  |  |  |  |  |  |  | **X** | **X** | **X** |  |  |  |
| 5.4. | Annual conference of Ministries of Education with Alumni Associations & Student Career Clubs |  |  |  |  |  |  |  |  |  |  | **X** |  |  |
| 6.1. | Developed project web-site |  | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** |
| 6.2. | Promoted project in mass-media |  |  |  |  |  | **X** |  |  |  |  |  |  | **X** |
| 6.3. | Published materials of activities on national level |  |  | **X** |  |  |  | **X** |  |  |  |  |  | **X** |
| 6.4. | Annual conferences |  |  |  |  |  |  |  |  |  |  |  | **X** |  |
| 7.1. | Established Quality Control Commision (QCC) |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7.2. | Internal semi-annual evaluation of the project quality |  |  |  |  |  |  | **X** |  |  |  |  |  | **X** |
| 7.3. | Analytical reports on "university-employers" relations changes |  |  |  |  |  |  |  |  |  |  |  | **X** |  |
| 7.4. | Project documentation keeping and analysing |  | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** |
| 7.5. | Annual experts review |  |  |  |  |  |  |  |  |  |  |  | **X** |  |
| 8.1. | Created General and Local Project Management Group |  | **X** |  |  |  |  |  |  |  |  |  |  |  |
| 8.2. | Day-to-day management |  | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** |
| 8.3. | Quarterly reports on project progress and implementation of activities |  |  |  | **X** |  |  | **X** |  |  | **X** |  |  | **X** |
| 8.4. | Coordination meetings |  |  |  |  |  |  |  | **X** |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

3 year

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Activities** | |  | **M1** | **M2** | **M3** | **M4** | **M5** | **M6** | **M7** | **M8** | **M9** | **M10** | **M11** | **M12** |
| **Ref.nr/**  **Sub-ref**  **nr** | **Title** |
| 1.1. | Established International Academic Board |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.2. | Kick-off meeting |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.3. | Needs and objectives analysis (+ Analytic report on the CA employability system) |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.4. | Draft versions of guidelines on “University-Employer” cooperation & concepts of CA National Centres |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.5. | Workshop on guidelines and NC concepts corresponding to national needs |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.1. | Developed and presented UENC workplan |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.2. | Trained staff for National Centers |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.3. | Established UENC |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.4. | Composed and renovated database of senior students and graduates |  |  |  |  | **X** | **X** | **X** |  |  |  |  |  |  |
| 2.5. | Developed UENC Portal for career finding |  | **X** | **X** | **X** |  |  |  |  |  |  | **X** | **X** | **X** |
| 2.6. | Established CA Network of the National Centers |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.7. | Deployed UENC Portal |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.1. | Organized short retraining courses in EU for REDs' staff |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.2. | Retrained staff in EU for departments in CA countries |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.3. | Prepared and published materials |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.4. | Established REDs |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.1. | Student Career Club |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.2. | Trained leaders of student career clubs in EU universities |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.3. | University Consulting Centers of employers |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.4. | CA university Alumni Associations |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.5. | Published career finding guidelines |  | **X** | **X** | **X** |  |  |  |  |  |  |  |  |  |
| 4.6. | Prepared annual plan of events for students |  |  |  |  |  |  | **X** | **X** |  |  |  |  |  |
| 5.1. | Validated National Centers by Ministries of Education |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.2. | Published recommendations on improving of employability system |  |  |  |  | **X** | **X** |  |  |  |  |  |  |  |
| 5.3. | Registered Alumni Associations & Student Career Clubs as NGO |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.4. | Annual conference of Ministries of Education with Alumni Associations & Student Career Clubs |  |  |  |  |  |  |  |  |  |  | **X** |  |  |
| 6.1. | Developed project web-site |  | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** |
| 6.2. | Promoted project in mass-media |  |  |  |  |  |  |  |  |  |  | **X** |  | **X** |
| 6.3. | Published materials of activities on national level |  |  |  |  |  | **X** |  |  | **X** |  |  | **X** |  |
| 6.4. | Annual conferences |  |  |  |  |  |  |  |  |  |  |  | **X** |  |
| 7.1. | Established Quality Control Commision (QCC) |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7.2. | Internal semi-annual evaluation of the project quality |  |  |  |  |  |  | **X** |  |  |  |  |  | **X** |
| 7.3. | Analytical reports on "university-employers" relations changes |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7.4. | Project documentation keeping and analysing |  | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** |
| 7.5. | Annual experts review |  |  |  |  |  |  |  |  |  |  |  | **X** |  |
| 8.1. | Created General and Local Project Management Group |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8.2. | Day-to-day management |  | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** | **X** |
| 8.3. | Quarterly reports on project progress and implementation of activities |  |  |  | **X** |  |  | **X** |  |  | **X** |  |  | **X** |
| 8.4. | Coordination meetings |  |  |  |  |  |  |  | **X** |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |