

**WORKPLAN 2<sup>nd</sup> year**

<b>Activities</b>		<b>M1</b>	<b>M2</b>	<b>M3</b>	<b>M4</b>	<b>M5</b>	<b>M6</b>	<b>M7</b>	<b>M8</b>	<b>M9</b>	<b>M10</b>
<b>Ref. N°</b> <b>/Sub Ref. N°</b>	<b>Title</b>	<b>July</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>
<b>2</b>	<b>Training of trainers in EU quality procedures</b>			/							
2.1	Materials developed for training trainers			= = x							
2.2	Lectures notes on modules related to University Management			x							
2.3	Practical case studies of University Management	= = = =		xx							
2.4	Students note developed material by EU and BTEU	= = = x		x = =							
2.5	Assessment of development material by EU and Belarusian partner			=xxx							
2.6	Adjustments to developed material			= xx							
<b>3</b>	<b>Defining a Management strategic Plan</b>							/			
3.3	MSP changes approved by Steering Committee	x									
3.4	MSP review			xx==	xx==						
3.5	MSP adjustments				xx==	====					
3.6	UM approves and adopts the MSP						====	====			
<b>4</b>	<b>Local staff trainers able in EU standards</b>									/	
4.1	Language retraining	====	====	====	====	====	====	====	====	====	
4.2	Lectures notes and cases studies	xxx=	====	xx==							
<b>5</b>	<b>Mobility Exchanges</b>					o					
5.1	Co-training assignment					====	==	====	====	====	
5.2	Study period and practical placement for BTEU junior staff							xxxx	xxxx		
<b>6</b>	<b>Upgrading the Web page</b>			o							/
6.1	BTEU Web page upgraded			==xx	xx						
6.2	Retraining BTEU staff in use of NTs which improve UM systems			===x	xx						
<b>7</b>	<b>Equipment</b>										
7.1	Purchase of Teaching material	x	=	=	=	=	=	=	=		
7.2	Provision of supplementary equipment	=	=	=							
7.3	Maintenance, insurance, consumable	=	=	=	=	=	=	=	=		
7.4	Communication equipment for dissemination	=	=	=	=	=	=	=	=		
<b>8</b>	<b>Dissemination</b>										
8.1	Assessment of dissemination by EU partners		===x	xxxx			xx	xx			
8.2	Redesigning material for dissemination	==	==	xxxx	xxxx						
8.3	Workshop in Belarus		====			xxxx	====	====			
<b>9</b>	<b>Sustainability</b>							o			
9.1	Dissemination workshop follow-up. Sustainability report submitted				xxxx	Xx==	====	====	xxxx	====	

