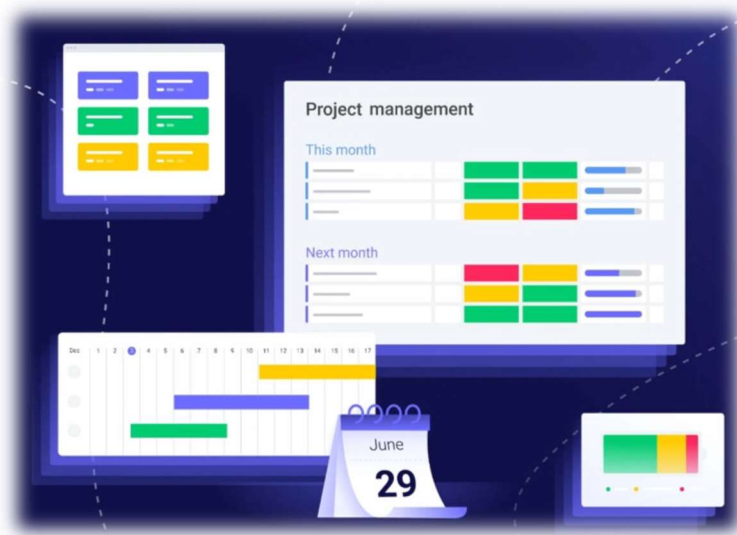




## First-quarter Joint Report of AGFORWEB project





## Project information

Project title	Agroforestry practices in West Balkan for sustainable development: weaknesses and strengths
Project acronym	AGFORWEB
Project reference number	2022-1-RS01-KA220-HED-000089900
Coordinator	University of Belgrade
Project start date	December 1, 2022
Project duration	24 months

## Document control sheet

Title of the Work Package	WP1 Project Management
Title of Deliverable	First-quarter Joint Report
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Status of the document	Final



In the first three-month period from December to February activities were planned in WP 1, 2, 3 and 5 according to the timeline of the project (Fig. 1).

Months		1	2	3
		Dec-22	Jan-23	Feb-23
P1	Project management team meetings	Kick off		
	Guidelines for reporting and correspondence			D
	Reports			
	Day-to-day correspondence and administrative tasks			
P2	Analysis of the existing curricula			D
	Consultations regarding curricula analysis and methodology for digital		Meeting →	14-15.3.2023.
	Creating a methodology for digital data base			
	Forming a digital database			
P3	Curricula improvement			
	Proposal for change of curricula in next accreditation round			
	Study visits for professors and students			
	Guest lectures			
	Master thesis			
P4	Creating a learning materials for students			
	Manual for using the digital database			
	Guide for Farmers and Local SelfGovernment			
P5	Development of Quality Assurance plan			D
	Development of Dissemination plan			D
	Promotional material			*
	Website establishment and maintenance			D
	Workshops for local community			
	Quality Assurance Committee meetings			

Figure 1. *Timeline of AGFORWEB project for the first three months*

In the WP1 activities have started. Project management team have online meetings and consultations regarding project activities. A kick-off meeting was held on January 12<sup>th</sup> 2023 online using Zoom platform. Report of kick-off meeting was submitted.

Guidelines for reporting and correspondence were prepared and will be presented on the March meeting.

Reports of WP leaders and contact persons for the first quartile was submitted. According to the reports, this joint report is prepared.

Activities conducted in the WP2 in the period from December to February were:

*Activity 2.1* - The way of communication and working with team members on WP2 was defined and agreed on Kick-off meeting when WP2 was presented. Also, all team members agreed on the need for an extension of the deadline for submission of Report 1 – Report of analysed curricula, because the need for more time for individual analysis of the curricula within each partner team was recognized. According to that, the request for the extension of deadline for submission of Report 1 was submitted to the National agency who granted the new deadline to 28<sup>th</sup> February 2023.



In the period **25.01.2023-28.02.2023**, curriculum analysis activities were carried out and a Report 1 was prepared and submitted. The Report 1 will be the basis for activities A3.1 improvement of the curricula and A3.2 proposal for new curriculum in WP3.

**24.02.2023.** Preliminary meeting with a member of the ERASMUS Project team *Heal-in-One* ("Project "From digital technology to educational tools: Improving the quality of active learning and teaching in the online and hybrid environment in applied disciplines of agricultural sciences") was held in order to consider potential cooperation within the framework of two ERASMUS Projects.

**27.02.2023.** Official meeting is appointed (02.03.2023.) regarding the consideration of experts for External evaluation of the Report of analysed curricula and improved and new curricula with the team of the ERASMUS project *Heal-in-One* ("Project "From digital technology to educational tools: Improving the quality of active learning and teaching in the online and hybrid environment in applied disciplines of agricultural sciences").

Report on Curricula Analyses contains the analysis of the Agroforestry modules and modules connected with agroforestry at the European Universities (UK, DE, NL, UA and PT). The methodology proposed by Cambridge University applies and main criteria for analysis were selected (learning objectives, learning outcomes, contents, and teaching/learning methods) and analysed. The same methodology was applied for analysis of the curricula of the modules of the partner universities. The partner universities curricula were compared to curricula of EU universities to identify potential gaps.

*Activity 2.2* - Consultations regarding curricula analysis and methodology for digital database - the two-day meeting scheduled for 9-10 January 2023 in Belgrade, was postponed to 14-15 March 2023 at the request of all partners with the aim of a more detailed preliminary analysis within the partner teams, in order to better prepare for activities A2.1 and A2.3.

In the following period, within the framework of WP2, activities A2.3 and A2.4 will be implemented on the preparation of methodology and guidelines for digitization of data and the creation of digital database on agroforestry systems. At the meeting in March 14-15<sup>th</sup> 2023 consultations will be held regarding methodology for digital database.

*Activity 3.1* - At the kick-off meeting, the WP3 was presented and critical dates and potential risks in implementation were identified. As part of the activity in WP2 Curriculum analysis, main guidelines were given for the activity in WP3 A3.1 Curricula improvement. Consultations on A3.1 were carried out within each team.

The activities in the following period in WP3 will be focused on the improvement of existing curricula at partner institutions and preparation of the Report 2 – Report of changed curricula. *Activity A3.2* - Proposal for change of curricula in next accreditation round proposal of new curriculum of Agroforestry module on UOM will start on April 2023.

Activities of the WP4 are planned to start in the next quarter. At the kick-off meeting some suggestions on the concept of planned publication were proposed. Consultations and discussion regarding template



for publications and activities in WP4. Several concepts of publications (brochure, manual and textbooks) were proposed by WP4 leader.

Planned activity in next period is to develop a template with defined chapters of textbook. The first step regarding this task will be made at the March meeting.

The potential risks for activities in WP4 were identified. Writing the textbook will be the most demanding activity of WP4. Delays are possible due to the requirement for the review of a large number of textbook pages by an international expert.

In WP5 activities A5.1, A5.2, A5.3, A5.4, A5.6 started.

*Activity 5.1* – Development of Quality Assurance Plan started from the beginning of the project life under responsibility of CFRI. We consulted several QA Plans from other EU and Erasmus projects and with project Leading partner agreed on the content of AGFORWEB QA Plan. The draft version was sent to the Leading partner for commenting and after that, we submit final version on time. The QA Plan will be presented to all partners, PMU and QAC at the Project meeting planned for March 2023.

*Activity 5.2* – Development of Dissemination plan (DP) started from the beginning of the project life under responsibility of CFRI. The CFRI team discussed about the content and possible dissemination tools, and ways of presenting them as a part of DP, which will mirror all dissemination activities done by all project partners and will be useful for monitoring. After finishing draft of the DP, authors of DP draft asked all partners to send their inputs on possible dissemination events that will be used during project life. The DP will be presented to all partners, PMU and QAC at the Project meeting planned for March 2023.

*Activity 5.3* – Development of promotional material started by drafting the main message to be conveyed by all promotional materials. CFRI team developed text and consulted Leading partner on the content. All project partners provided suitable pictures for illustrations of agroforestry practices in different types of promotional material. Project Flyer with the two (shorter and longer) versions of the text for other promotional materials was prepared. Those versions of text enable the production of promotional material in all project partners' languages after translation. The administrative issues connected to money transfer could postpone printing of promotional material. To mitigate the effect of the delay, tender documentation was prepared, and potential service providers were contacted.

*Activity 5.4* – Development of web page is the responsibility of Leading partner UB. The draft structure of AGFORWEB website was presented at the kick-off meeting. The website was planned to be established by March 2023, but it was postponed because of administrative issues connected to money transfer. In the meantime, procurement documentation was prepared, and potential service providers were contacted in order to mitigate the effects of the delay. A revised version of the website structure according to suggestions from kick-off meeting and following consultations will be presented at March meeting.

*Activity 5.6* – The Quality Assurance Committee was established on Kick-off meeting, and next QAC meeting is scheduled for March 2023.