

# Best Practices for Management, Impact, and Dissemination of Erasmus KA171 Projects

## Effective Project Management

- 1. Clear Objectives and Planning:**
  - Definition of specific, measurable, achievable, relevant, and time-bound (SMART) goals.
  - Creation of a detailed project plan with timelines, responsibilities, and milestones.
- 2. Stakeholder Engagement:**
  - Involvement of key stakeholders from the beginning (students, staff, partner institutions).
  - Regular meetings and updates to ensure alignment and address concerns.
- 3. Resource Allocation:**
  - Wise and fair allocation of sufficient resources (human, financial, and material).
  - Use of proper tools to track progress and manage resources efficiently.
- 4. Documentation and Reporting:**
  - All activities and decisions are regularly recorded.
  - Preparation of regular progress reports for internal and external stakeholders.

## Strategies to Maximize Impact

- 1. Quality Selection Process:**
  - Transparent and merit-based selection of participants.
  - Focus on participants who will benefit most and contribute significantly.
- 2. Pre-departure Preparation:**
  - Comprehensive orientation and training are provided.
  - Address cultural, academic, and logistical aspects to ensure participants are well-prepared.
- 3. Support During Mobility:**
  - Mentoring systems and regular check-ins.
  - Provide access to support services for academic and personal issues.
- 4. Integration and Community Engagement:**
  - Encouragement to participants to engage with the local community and campus.
  - Promotion of intercultural activities and networks.

## Measuring and Evaluating Impact

- 1. Pre- and Post-Mobility Assessments:**
  - Conduct surveys and interviews before and after mobility to gauge personal and professional growth.
- 2. Academic and Professional Outcomes:**
  - Track academic performance, skill development, and career progression of participants.
  - Collection of testimonials and success stories.
- 3. Institutional Impact:**
  - Evaluation of the broader impact on the institution, such as enhanced curriculum, new partnerships, and improved internationalization, eg Double Degrees.
- 4. Sustainability and Long-Term Benefits:**

- Assessment of the long-term benefits and sustainability of project outcomes.
- Promotion of ongoing collaborations and exchanges.

## Effective Dissemination Strategies

- 1. Comprehensive Dissemination Plan:**
  - Development of a detailed plan outlining target audiences, key messages, and dissemination channels.
  - Share timelines and responsibilities for dissemination activities.
- 2. Use of Multiple Channels:**
  - Leverage digital platforms (websites, social media, newsletters) for broad reach; new University website well organized for a better visibility.
  - Use of traditional media (press releases, academic journals, conferences) for formal dissemination.
- 3. Engaging Content:**
  - Creation of engaging and diverse content (videos, infographics, case studies).
  - Highlight personal stories and testimonials to illustrate impact.
- 4. Collaborative Dissemination:**
  - Partnership with other institutions, organizations, and networks to broaden dissemination.
  - Organization of joint events, seminars, and workshops (Erasmus days, October).

## Best Practices in Dissemination

- 1. Timely and Regular Updates:**
  - Provide regular updates throughout the project lifecycle.
  - Share interim results and success stories as they happen.
- 2. Tailored Messaging:**
  - Adapt messages for different audiences (students, academics, policymakers).
  - Focus on relevance and impact for each group.
- 3. Interactive and Participatory Approaches:**
  - Interactive sessions, Q&A, and feedback opportunities.
  - Webinars, live sessions, and forums for real-time engagement.
- 4. Monitoring and Feedback:**
  - Monitoring dissemination efforts and gather feedback.

Adjustment strategies based on feedback to improve effectiveness.

## Conclusion

- **Summary:** Effective management, impact measurement, and dissemination are critical for the success of Erasmus KA171 projects.
- **Takeaway:** Implementing best practices ensures that the projects achieve their objectives, benefit all stakeholders, and create lasting positive impacts.
- **Contact Information:** Reach out to the Erasmus Office for further guidance and support.

Excerpts from Final report – National Agency –  
Project n. 2019-1-IT02-KA107-061962 - **Score 85/100**

The coordinating university presents a clear and well-defined internationalization strategy: the actions carried out and their consistency with the contents of the institutional EPS highlight a competent level of project planning. The relevance of the KA107 Action within the context of internationalization is evident, as are the actions undertaken by the institution, which are important for the qualitative and quantitative improvement of each individual project.

The narrative report is well compiled and presents a satisfactory level of detail, providing a clear overview of the activities carried out. Unfortunately, the project as a whole has been reduced in scope and implementation rate due to the pandemic and the Russian-Ukrainian conflict.

**The level of support and attention given to mobility participants is good.**

There is evidence of a significant number of benefits derived from the collaborations established, as well as a clear indication of the **primary role that internationalization plays within the development plan of the coordinating university**. The concrete and progressive adoption of measures aimed at improving internationalization actions for the benefit of potential beneficiaries, both incoming and outgoing, is very positive. The emerging issues from individual experiences are commendably used to improve the overall context, highlighting the project's impact.

**Overall, a well-executed project.**

Excerpts from Final report – National Agency –  
Project n. 2020-1-IT02-KA107-078816 - **Scored 87/100**

The **satisfaction** expressed for the mobility experience was almost **unanimous**, and there was a **significant increase in skills recorded by the students**. It was also good for both incoming and outgoing staff. Notably, the **incoming staff showed greater satisfaction with the recognition of mobility** compared to the outgoing staff; it would have been beneficial to suggest valid measures for the future. The issue of accommodation was effectively resolved through an **agreement with the organization for the right to study**, which reserves a number of rooms for incoming participants.