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| **INDIVIDUAL Planned Dissemination Activities** | **PARTNER:** | **Industrial university of Tyumen** |

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| **Performed dissemination activities in the “Complete” project** |
| **Organisation:** | **Complete** |  **Partner N °:** |  | **Period:** | **01.10.2015- 30.09.2018** |  **Country:** | **EU, Russia, Kazakhstan** |
| **Activities** | **Please specify if necessary(short description, names, titles, web-addresses etc.)** | **Date(s)DurationFrequency** | **Place** | **Level[[1]](#footnote-2)🞹** | **Characteristics of Target Group** | **Size / number of organisations / persons reached(approximately)** | **Kind of documentation available** |
| **R** | **N** | **I** |
| **a) Inside your organisation** |
| **Project meetings** | Meetings of project group | On a regular basis | Tyumen | X |  |  | Working group, stakeholders, staff | 8-20 | Participants lists attached |
| **Information Board****In University** | Dissemination materials such as brochures, post cards, etc. put on board in international office that all guests can have a look at and read. That way we ensure that all our guests despite of purpose of their visit sees our upcoming events and what we are working on and can get acquainted with it. | On a regular basis | Tyumen | X |  |  | Students, teaching staff, employers | Not measurable, ~ 5-10 people per week | Photo attached |
| **University webpage** | Information about project, incl. staff members, events, project meetings and CCED. | During the lifetime of project | Tyumen | X |  |  | Students, teaching stuff, employers | Average 10 per day | Web-link, pdf or screenshot |
| **Presentations of the project on IUT academic council’s meetings**  | Information about project, events, project meetings and CCED. | During the lifetime of project | Tyumen | X |  |  | Teaching staff, university management | To around 200 people | Protocols of the meetings, foto |
| **B) Outside your organisation** |
| **E-MAILS and calls** | Taking questionnaire about competence and feedback by E-mails and calls | September | All participants | X | X |  | Employers, who are business partners of HEI | To around 15 institutions | Printscreen attached |
| E-mails and calls to students | May – June | All participants | X |  |  | Employers, stakeholders, government | To around 40 people/organizations | Printscreen attached |
| **Meetings** | Several Meetings main employers to introduce project, it`s aims, it`s activities and steps and state of affair | 2 times in year (regional), 2 times in year (national) | All participants | X | X |  | Employers, stakeholders, government, Representatives of the labour market | App 10-20 employees | foto |
| Meetings with relevant people – long interviews and paper-to-pencil questionnaires discussed and conducted | May – August | All participants | X | X |  | Employers, stakeholders, government | To around 4 people | foto |
| **Participation at conference** | Participation at conference and publish paper about project, CCED, competences, employability, etc | During the lifetime of project | All participants | X | X | X | Employers, stakeholders, government, students | App 2 papers in year | Printscreen |
| **Organization seminars for teaching staff** | Training. Seminars for staff about competence model, employability, etc | During the lifetime of project | All participants | X | X |  | government, universities | App 20 people | foto |
| **Social networks:**FacebookLinkedin, Twitter, Youtube | Information about project, events, resultsRelevant achievements and events, photos and links to project webpage | During the lifetime of project | Tyumen |  | X |  | Employees, stakeholders, government, students | 55 people have seen the post | Printscreen and newsletter attached |
| **Complete web page:** | Information about project, it`s aims, objectives, as well as informative Brochure available for reading and upload | During the lifetime of project | Tyumen |  | X | X | Employers, stakeholders, government, students | Average 10 per day | Printscreen of website and statistics attached |
| **Publications on the web-sites of IUT media-partners and networks where IUT is a member**  | Information about project, it`s aims, objectives | During the lifetime of project | Tyumen | X | X | X | Partner institutions | To around 15 institutions | Web-link, pdf or screenshot |
| **Final event** | Final ceremony of Complete. During the informal time the project aims and goals were presented to some of participants. | September 2018 | Almaty |  | X | X | Employers, stakeholders, government | Appr. 55 people | Foto, newsletter in web site |
| **Materials:**Flyer, post cardetc. | Materials about project, its main directions, partnersetc., where can it be applied and also about the trainings for students and teaching stuff. | During the lifetime and after of project | Tyumen | X |  |  | Students, teaching stuff, employers | Appr. 100 | Flyer, post card, foto |

1. 🞹 R = regional; N = national; I = International [↑](#footnote-ref-2)