



LLP Leonardo da Vinci project

LLP-LdV-PRT-2013-LT-0406

MEETING EVALUATION REPORT

5th MCST project meeting, Pesaro

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INTRODUCTION

All project meetings (starting with the 2nd meeting) will be evaluated using the same questionnaire. Evaluation is anonymous. The aim of the evaluation is to assess and continuously improve the quality of project management. In this document, we present the conclusions of the evaluation exercise, and provide as a reference all the answers of survey participants.

This document contains the Evaluation Report for MCST project meeting that took place in Pesaro, Italy, on 27-28 March 2015. The report is based on the analysis of information collected shortly after the meeting and provided through online evaluation questionnaires. Fifteen participants from partner organisations took part in the survey.

EVALUATION RESULTS

Gender, age, nationality

8 women and 7 men have participated in the meeting (table No. 1). Majority of participants were 21-49 years old (table No. 2). From Lithuania, Turkey and Portugal were received 3 evaluation responses each. Mostly – 4 responses – were received from Hungary and 1 response each from Italy and Romania (table No. 3).

Expectations

Participants were asked to give their insights what was their main expectation for the project meeting. All participants have stressed that the most important topic of this meeting was to decide all details regarding final meeting and fashion show in Romania. Also project booklet and other dissemination activities were mentioned as a subject of this meeting. Without administrative/project implementation activities some partners have mentioned cultural aspect of the meeting willing to know and understand Italian culture, education system better.

Participant gave their opinion whether their expectations were met during the meeting and to what extent it was met. Participants could choose from 5 options which indicated their satisfactory level (Poor, Fair, Average, Good, Very good). No one evaluated their satisfactory level as poor fair or average. However 60% of participants thought that project meeting met their expectations “good” and the rest evaluated it as “very good”. The results show’s that most of the expectations were satisfied on a high level (table No. 4).

Individual components of the meeting

Individual components of the meeting were evaluated well too using the same method to evaluate satisfaction level as question before. 53% thought that the presentations, which were made during the meeting was useful for the project and remaining 40% indicated the presentations as very relevant. Discussions during the meeting were evaluated very good too: 53% - very good, 40% - good.

Although working methods and each partner contribution to the meeting was mostly evaluated very well (40% of representatives evaluated each field as “good” or “very good”) only these two items have received “Fair” evaluation, meaning that some participants were not very happy with working methods and contribution level.

Cooperation between the partners, treatment of difficulties and outcomes of the meeting were valuated more or less the same – majority of answers were “very good” or “good”). However these items received at least one “average” valuation as well.

Organizational aspects

Respondents delivered their opinion regarding organizational aspect of the meeting. Majority of participants were satisfied with all 3 organizational aspects: meeting agenda, venue, timing, accommodation, transportation, price etc. (table No. 6). However 1 participant thought that quality/price ratio for hotel, food and transportation was only fair.

Conclusion

Overall the participants evaluated project meeting as very good (53%) or good (40%). Only one respondent evaluated clarification of roles and tasks and two respondents evaluated overall satisfaction of the meeting as average (table No. 7). It is possible to make a conclusion that meeting in Pesaro satisfied participant’s expectations, it was organized very well and meeting objectives were achieved.

However some of the partners had few remarks, how future meetings could be improved:

- Some of the discussions were irrelevant and taking too much time, thus some time was spent unproductively;
- All partners should equally contribute to discussions and decision making during project meetings.

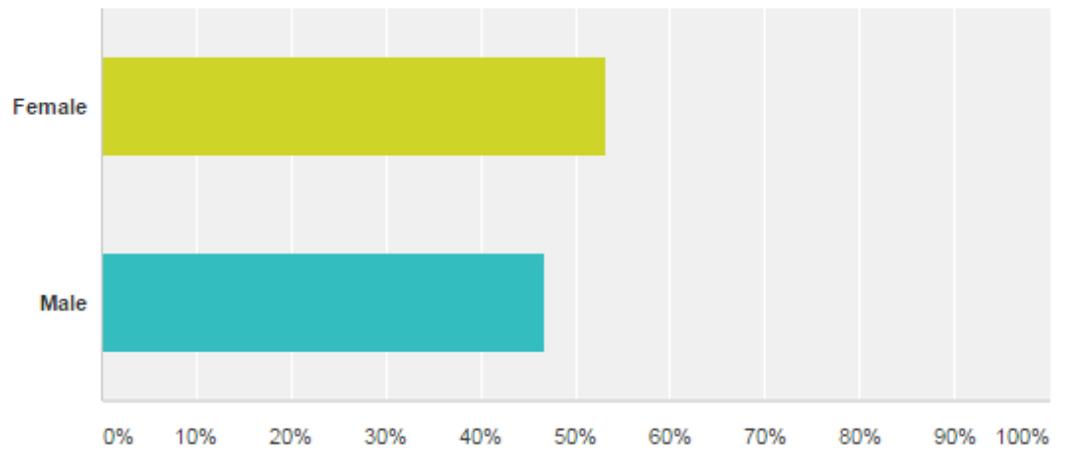
TABLES

Table No. 1

Q1 Customize Export ▾

What is your gender?

Answered: 15 Skipped: 0



Answer Choices	Responses
Female	53.33% 8
Male	46.67% 7
Total	15

Table No. 2

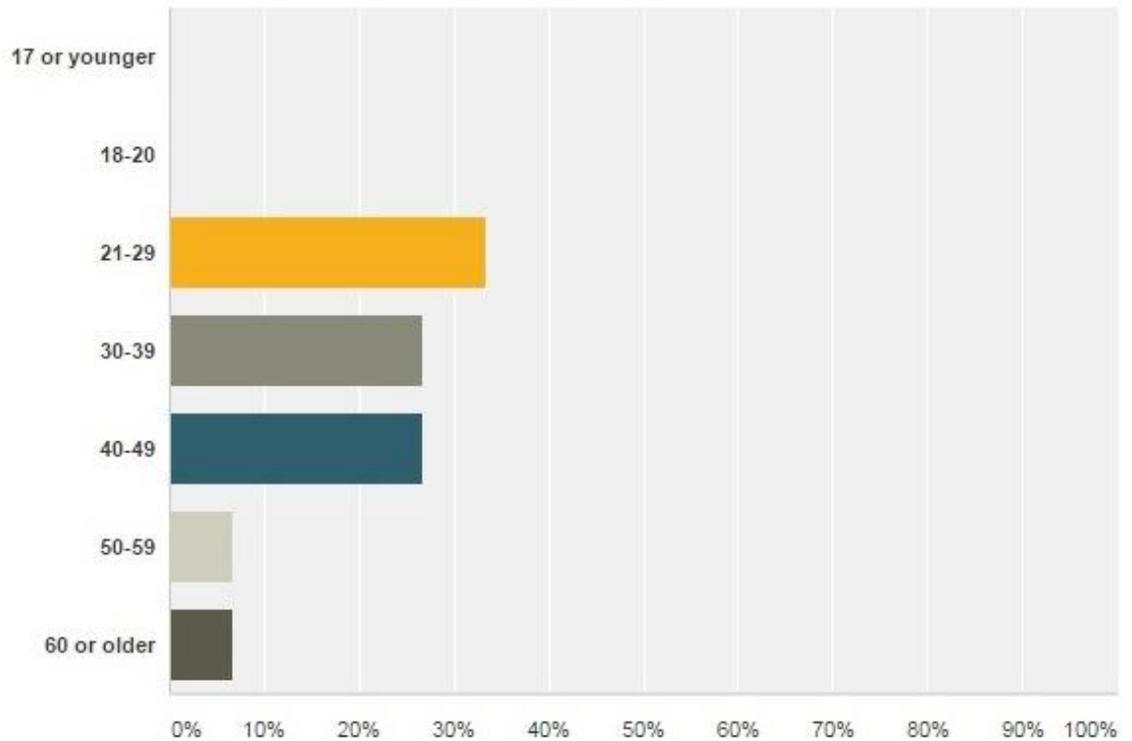
Q2

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Which category below includes your age?

Answered: 15 Skipped: 0



Answer Choices	Responses
17 or younger	0.00% 0
18-20	0.00% 0
21-29	33.33% 5
30-39	26.67% 4
40-49	26.67% 4
50-59	6.67% 1
60 or older	6.67% 1
Total	15

Table No. 3

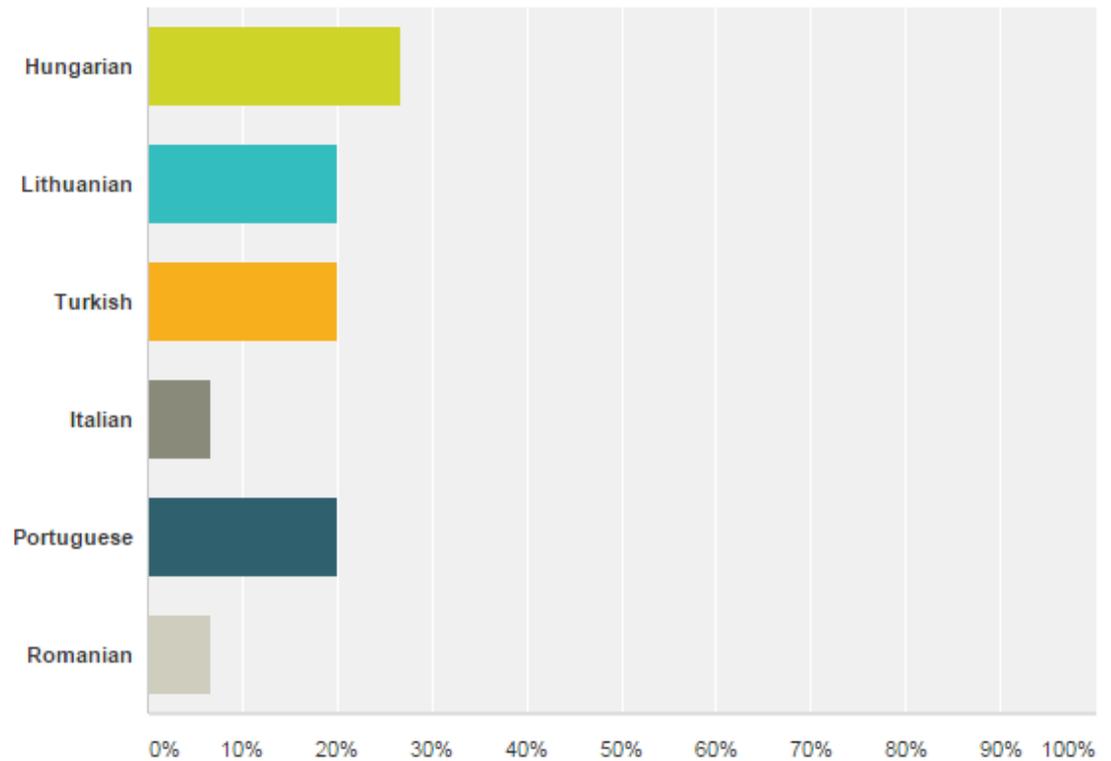
Q3

Customize

Export ▾

What is your nationality?

Answered: 15 Skipped: 0



Answer Choices	Responses
▼ Hungarian	26.67% 4
▼ Lithuanian	20.00% 3
▼ Turkish	20.00% 3
▼ Italian	6.67% 1
▼ Portuguese	20.00% 3
▼ Romanian	6.67% 1
Total	15

Comments (0)

Table No. 4

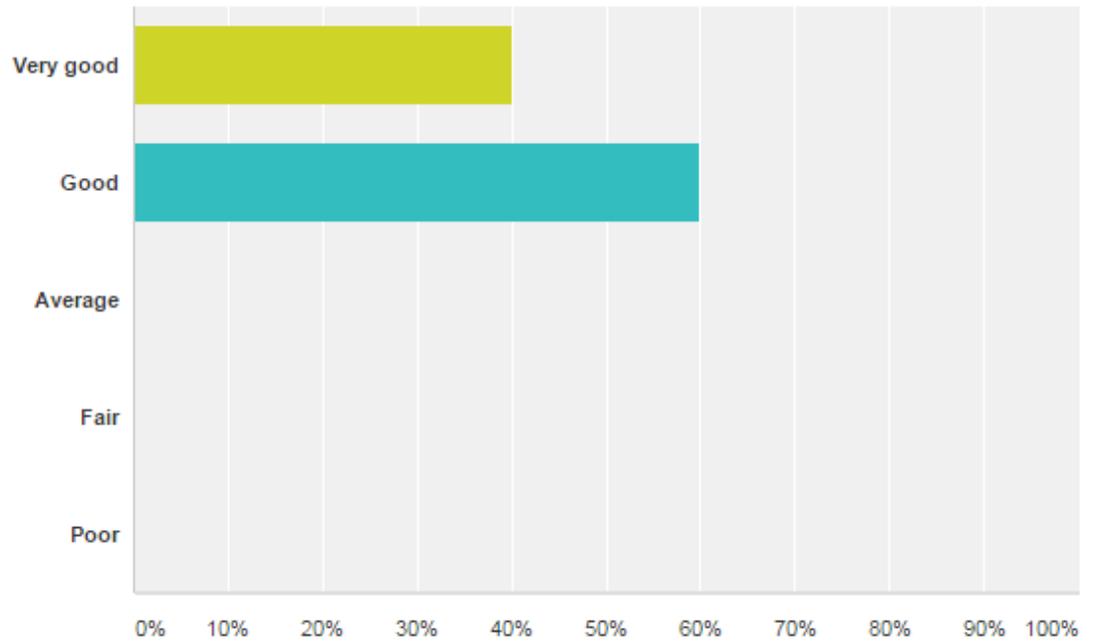
Q5

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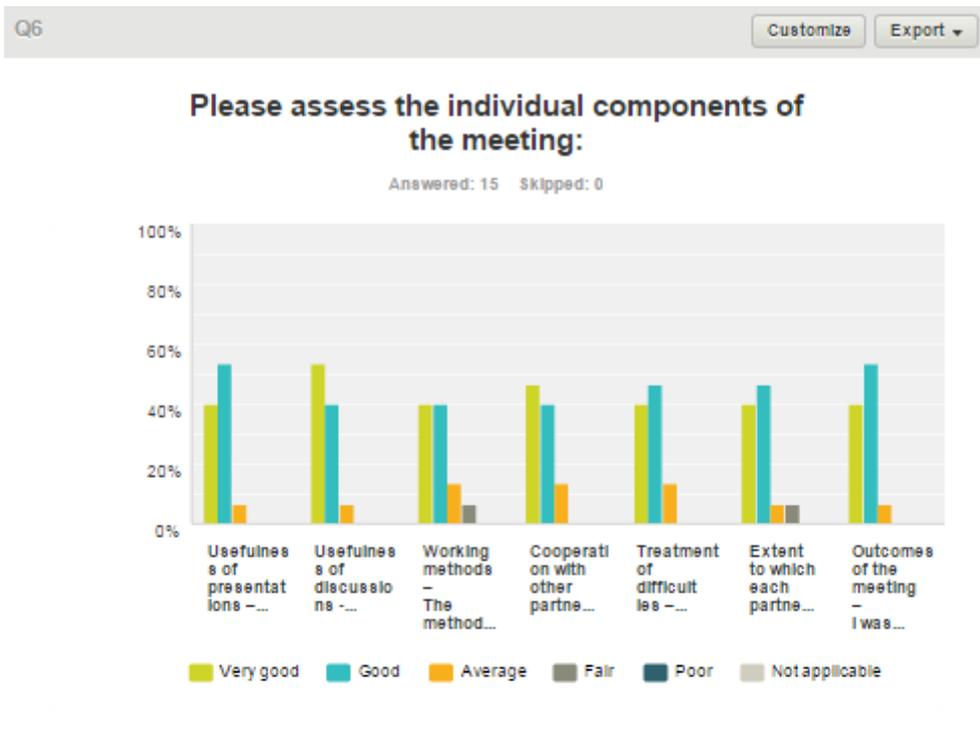
To what extent were those expectations met?

Answered: 15 Skipped: 0



Answer Choices	Responses
▼ Very good	40.00% 6
▼ Good	60.00% 9
▼ Average	0.00% 0
▼ Fair	0.00% 0
▼ Poor	0.00% 0
Total	15

Table No. 5



	Very good	Good	Average	Fair	Poor	Not applicable	Total
Usefulness of presentations – Presentations were relevant for the project	40.00% 6	53.33% 8	6.67% 1	0.00% 0	0.00% 0	0.00% 0	15
Usefulness of discussions - discussions were relevant for the project	53.33% 8	40.00% 6	6.67% 1	0.00% 0	0.00% 0	0.00% 0	15
Working methods – The methods of working were suitable for the topics and the group	40.00% 6	40.00% 6	13.33% 2	6.67% 1	0.00% 0	0.00% 0	15
Cooperation with other partners – I enjoyed the cooperation with the other partners	46.67% 7	40.00% 6	13.33% 2	0.00% 0	0.00% 0	0.00% 0	15
Treatment of difficulties – Difficulties were treated constructively/readily	40.00% 6	46.67% 7	13.33% 2	0.00% 0	0.00% 0	0.00% 0	15
Extent to which each partner contributed to the meeting	40.00% 6	46.67% 7	6.67% 1	6.67% 1	0.00% 0	0.00% 0	15
Outcomes of the meeting – I was satisfied with the outcomes of the meeting	40.00% 6	53.33% 8	6.67% 1	0.00% 0	0.00% 0	0.00% 0	15

Table No. 6

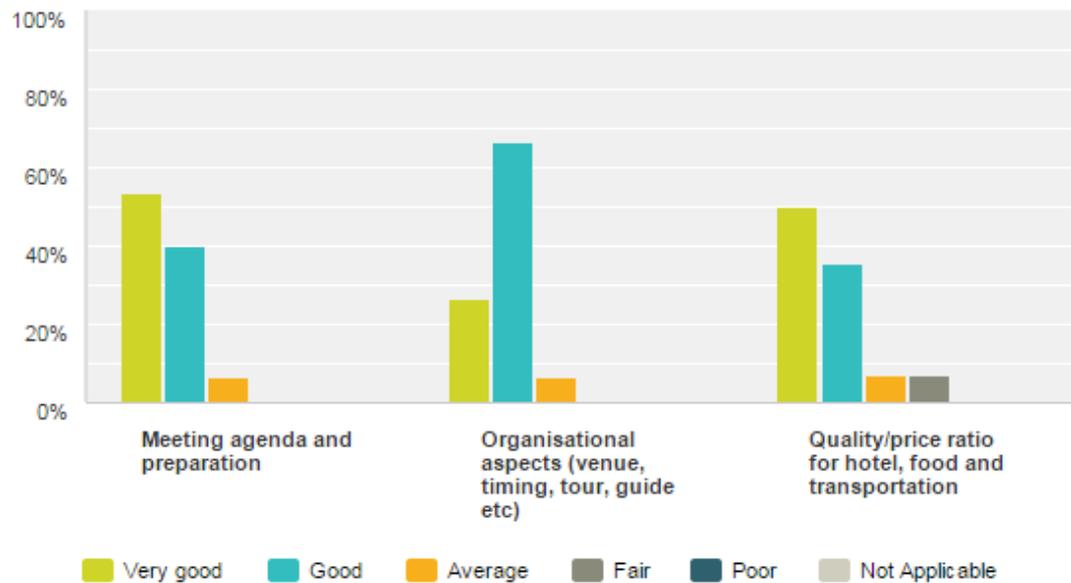
Q7

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Please assess the organisational aspects of the meeting

Answered: 15 Skipped: 0



	Very good	Good	Average	Fair	Poor	Not Applicable	Total
Meeting agenda and preparation	53.33% 8	40.00% 6	6.67% 1	0.00% 0	0.00% 0	0.00% 0	15
Organisational aspects (venue, timing, tour, guide etc)	26.67% 4	66.67% 10	6.67% 1	0.00% 0	0.00% 0	0.00% 0	15
Quality/price ratio for hotel, food and transportation	50.00% 7	35.71% 5	7.14% 1	7.14% 1	0.00% 0	0.00% 0	14

Table No. 7

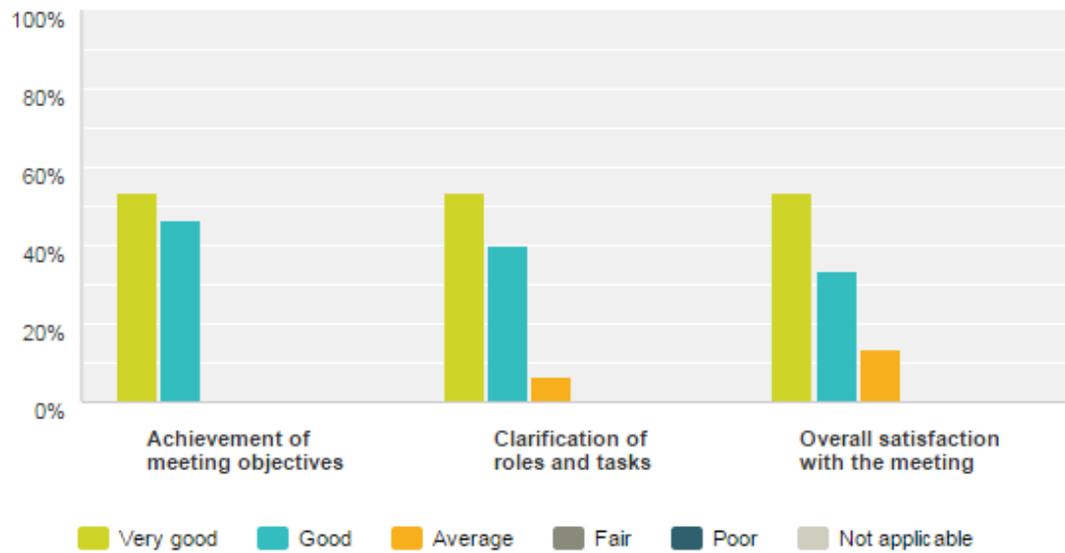
Q8

Customize

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What are your general impressions of the meeting?

Answered: 15 Skipped: 0



	Very good	Good	Average	Fair	Poor	Not applicable	Total
▼ Achievement of meeting objectives	53.33% 8	46.67% 7	0.00% 0	0.00% 0	0.00% 0	0.00% 0	15
▼ Clarification of roles and tasks	53.33% 8	40.00% 6	6.67% 1	0.00% 0	0.00% 0	0.00% 0	15
▼ Overall satisfaction with the meeting	53.33% 8	33.33% 5	13.33% 2	0.00% 0	0.00% 0	0.00% 0	15