# **K**nowledge **FO**r **R**esilient so**CiE**ty

## University of Žilina
## Faculty of Security Engineering

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Co-funded by the
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# WP 1 Define directions for development of Masters programmes (2016-2017)

*Main objective* of this WP is to establish good basics for project activity of Implementation of Master Programmes in the Disaster Risk Management & Fire Safety Engineering.

## Tasks:

**1.1 ANALYSE DRM&FSE MPS IN EU AND WBC**

Deliverable 1.1

*Part 1: K-FORCE Report on existing master programmes in WBC*

*http://www.kforce.gradjevinans.net/images/Fajlovi/Po_tackama/1.1/Report%201.1_part%20I_Report_on_existing_master_programmes_in_WBC.pdf*

*Part 2: K-FORCE Report on existing master programmes in EU*

*http://www.kforce.gradjevinans.net/images/Fajlovi/Po_tackama/1.1/Report%201.1_part%20II_Report_on_existing_master_programmes_in_EU.pdf*

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# WP 1 Define directions for development of Masters programmes (2016-2017)

## Tasks:

**1.2 ANALYSE WBC NEEDS FOR DRM&FSE MPS AND LEARNING OUTCOMES**

Deliverable 1.2

*K-FORCE_Report on Youth Safety Culture Survey in WBC*

http://www.kforce.gradjevinans.net/images/Fajlovi/Po_tackama/1.2/K-FORCE_Report%20on%20Youth%20Safety%20Culture%20in%20WBC.pdf

*K-FORCE_ Report on WBC needs for LLL courses*

http://www.kforce.gradjevinans.net/project-results.html

**1.3 DEVELOP NEW DRM&FSE MPS CURRICULA ALIGNED WITH EU TRENDS**

Deliverable 1.3

*Report on modernized/developed Disaster Risk Management and Fire Safety Engineering Master Programmes Curricula*

http://www.kforce.gradjevinans.net/images/Fajlovi/Po_tackama/1.3/Report-1.3.pdf

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## WP 1 Define directions for development of Masters programmes (2016-2017)

**Task:**

**1.4 PROCURE, INSTALL AND ACTIVATE THE EQUIPMENT**

Deliverable 1.4

Report on procurement, installment and activation of the equipment

*http://www.kforce.gradjevinans.net/images/Fajlovi/Po_tackama/1.4/Final_Equipment_Report_Kforce_Oct2019.pdf*

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# WP2 Define directions for development of PhD programme (2016-2017)

*Main objective of this WP is to establish good basics for project activity of Implementation of PhD Programme in the DRM&FSE field in WBC P1 .*

## Tasks:

### 2.1 ASSESS WB NEEDS AND EU TRENDS IN DRM&FSE PHD

Deliverable 2.1

Report on compared PhD models and curricula in EU

http://www.kforce.gradjevinans.net/images/Fajlovi/Po_tackama/2.3/Report-2.3.pdf

### 2.2 ANALYSE WB TEACHING STAFF RESOURCES FOR MPS AND PHD

Deliverable 2.2

Report on Teaching Staff Resources for MPs and PhD

http://www.kforce.gradjevinans.net/images/Fajlovi/Po_tackama/2.2/Report-2.2-final.pdf

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# WP2 Define directions for development of PhD programme (2016-2017)

*Tasks:*

## 2.3 COMPARE PHD MODELS AND CURRICULA IN EU

Deliverable 2.3

Report on compared PhD models and curricula in EU

http://www.kforce.gradjevinans.net/images/Fajlovi/Po_tackama/2.3/Report-2.3.pdf

## 2.4 DEVELOP PHD CURRICULUM

In this activity, the leading role has P1. Curriculum and syllabi will be written in SRB and EN languages and they will be available in electronic form on the website.

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## WP3 Improve teaching methodologies and embed the ICT in learning material (2016-2017)

*This WP comprises the activities necessary to prepare complete implementation of teachers' training and course/programme development.*

**Task:**
**3.1 STUDY VISITS TO PR HEIS**
In order to collect experiences from PR partners, four study visits to PR partners HEIs (P7-P12) was conducted:
Study visit to P8 in M7
Study visit to P7 and P9 in M9
Study visit to P10 in M17
Study visit to P11 and P12 in M2

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## WP3 Improve teaching methodologies and embed the ICT in learning material (2016-2017)

**Task:**

**3.2 ANALYSE AND AGREE ON THE MODALITIES OF USING ICT FOR B-LEARNING**

In order to collect experiences from PR partners, four study visits to PR partners HEIs (P7-P12) was conducted:

Study visit to P8 in M7

Study visit to P7 and P9 in M9

Study visit to P10 in M17

Study visit to P11 and P12 in M2

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## WP3 Improve teaching methodologies and embed the ICT in learning material (2016-2017)

**Task:**

**3.3 TRAIN THE WBC TEACHING STAFF ON BOTH DRM&FSE TOPICS AND B-LEARNING METHODOLOGIES**

Within this WP, partners P8 and P10 took training with aim to train the WBC teaching staff on both DRM&FSE topics and b-learning methodologies place. During this trainings partners was divided in two training groups:

1st group: Training for teaching staff (P1-P6) for implementing new teaching methods and specific issues in field of DRM&FSE;
2nd group: Skills development training (training on how to make courses for specific target groups)

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## WP3 Improve teaching methodologies and embed the ICT in learning material (2016-2017)

**Task:**

**3.4 DEVELOP B-LEARNING MATERIALS FOR MPS AND PHD**
The main objective of this WP is development of teaching and learning materials for DRM&FSE Master and PhD programmes.

Deliverables:

Textbook 1 - FIRE SAFETY IN BUILDINGS

Textbook 2 - DISASTER RISK MANAGEMENT IN THE WB

Textbooks proposal UNS

Textbooks proposal UBL

Textbooks proposal UT

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## WP3 Improve teaching methodologies and embed the ICT in learning material (2016-2017)

**Task:**

**3.5 PILOT THE NEW MPS AND PHD LEARNING MATERIAL, EVALUATION AND FINE TUNING**

New learning material developed in 3.4 started to be piloted on Master programs and PhD.

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# WP4 Implementation of Master Programs (2016-2017)

**Task:**

**4.1 ACCREDIT MASTER PROGRAMMES**
New learning material developed in 3.4 started to be piloted on Master programs and PhD.

Deliverable 4.1
*University of Novi Sad*
DRM&FSE master program 2016
DRM&FSE master program 2017
Innovation of curricula 2016-2019
*Higher Education Technical School of Professional Studies in Novi Sad*
Professional master program PROTECTION ENGINEERING (SRB)

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## WP4 Implementation of Master Programmes (2016-2017)

**Task:**

**4.1 ACCREDIT MASTER PROGRAMMES**

New learning material developed in 3.4 started to be piloted on Master programs and PhD.

Deliverable 4.1

*University of Tuzla*

Master program DRM&FSE (B&H)

*University of Tirana*

Master program RISK MANAGEMENT (ALB)

*Epoka University*

Professional master program DRM&FSE (ENG)

Professional master program DRM&FSE (ALB)

## WP4 Implementation of Master Programs (2016-2017)

**Task:**

**4.3 ACTIVATE THE FLEXIBLE ICT LEARNING PLATFORM**

The main objective of this activity is to facilitate the modernization and improvement of teaching methods and pedagogical approach through the development of defined competencies and qualifications required to ICT-based technologies. The goal is to create a centralized control system, based on real processes, which will be adapted to the needs of students and

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## WP6 Implementation of LLL courses (2016-2017)

*The main objective of this WP is to provide continuous professional development of employees in DRM&FSE sector in WBC through creation and implementation of certified LLL courses for practitioners .*

**Task:**

**6.1 ANALYSE THE WBC NEEDS FOR LLL COURSES**

Deliverable 6.1

K-FORCE Report on WBC needs for LLL courses

http://www.kforce.gradjevinans.net/images/Fajlovi/Po_tackama/6.1/K-FORCE_Report_on_WBC_needs_for_LLL_courses.pdf

**6.2 DEFINE LLL OUTCOMES ACCORDING TO EQF/NQFS**

Deliverable 6.2

K-FORCE: Report on LLL Courses and outcomes

http://www.kforce.gradjevinans.net/images/Fajlovi/Publications/K-_Courses_____s.pdf

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## WP6 Implementation of LLL courses (2016-2017)

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**Task:**

**6.1 ANALYSE THE WBC NEEDS FOR LLL COURSES**
Deliverable 6.1
K-FORCE Report on WBC needs for LLL courses
http://www.kforce.gradjevinans.net/images/Fajlovi/Po_tackama/6.1/K-FORCE_Report_on_WBC_needs_for_LLL_courses.pdf

**6.2 DEFINE LLL OUTCOMES ACCORDING TO EQF/NQFS**
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http://www.kforce.gradjevinans.net/images/Fajlovi/Publications/K-...Courses...s.pdf

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## WP6 Implementation of LLL courses (2016-2017)

**Task:**
**6.3 CREATE K-FORCE GLOSSARY**
Deliverable 6.3
K-FORCE Glossary of Terms in Disaster Risk Management and Fire Safety
http://www.kforce.gradjevinans.net/images/Fajlovi/glossary/K-Force_Glossary_online_edition.pdf

**6.4 ADAPT SELECTED LEARNING MATERIAL FOR LLL COURSES**
Deliverable 6.4
Learning material developed within WP3 was adapted and used for LLL purposes.
WBC HEIs involved in project will choose 3 courses from Master studies with
complete learning material to deliver to at least 400 professionals in blended way.
Material selection will be done according to WBC needs for LLL courses defined in

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## WP7 Quality Assurance and Monitoring (2016-2017)

**Task:**

**7.1 DEVELOP QUALITY ASSURANCE MECHANISMS AND PROCEDUR** this tasks provides the basis for a critical overview of the project progress (in every activity and overall progress), achieved outcomes in passed project years.

**7.2 CREATE POLLS FOR DIFFERENT TYPES OF ACTIVITIES**
On the target-audience level, quality control and monitoring were facilitated through feedback questionnaires.

**7.3 LEARNING MATERIAL PEER REVIEW**
Within the work package WP3, PA partners will develop/prepare learning material that will be reviewed and corrected by partners P7-P11 in order to raise its quality to a higher level.

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## WP8 Dissemination and Exploitation (2016-2017)

Dissemination first goal is to spread and embed the project result. Additionally, it will focus on achieving high levels of public awareness, especially youth and professionals as end users of educational services.

## WP9 Project Management

This work package comprises activities related to the project management. It will result in partnership terms and conditions being fully agreed upon, management procedures being fully established and teamwork culture being built.

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**Project results
2017/2018**

*UNIZA*

# WP2 Define directions for development of PhD program

## 2.4 Develop PhD Curriculum

In this activity, the leading role has P1. This activity combines the previous activities from this WP, at the same time relying on the activities of packages WP1, WP3 and WP4 in order to achieve harmonized development of continuous education (Master-PhD), and relying on the resources developed in WP1. Partners P7-P11 will pass the know-how/their professional capacities in order to implement the PhD studies in the region that will be competitive with the studies in the EU. Curriculum and syllabi will be written in SRB and EN languages and they will be available in electronic form on the website. P DRMFSE 2019 (SRB)

http://www.kforce.gradjevinans.net/project-results.html

UNS-_Curiccula_2016_to_2019

UNS_MP_DRMFSE_2019

UNS_PhD_Curiccula_Model

## 2.5 Compile a list of research PhD themes, according to disaster trends in WB

In this activity, the leading role has P1. This activity combines the previous activities from this WP, at the same time relying on the activities of packages WP1, WP3 and WP4 in order to achieve harmonized development of continuous education (Master-PhD), and relying on the resources developed in WP1. Partners P7-P11 will pass the know-how/their professional capacities in order to implement the PhD studies in the region that will be competitive with the studies in the EU. Curriculum and syllabi will be written in SRB and EN languages and they will be available in electronic form on the website: MP DRMFSE 2019 (SRB)

http://www.kforce.gradjevinans.net/project-results.html

K-FORCE List of
Research PhD Themes

# WP3 Improve teaching methodologies and embed the ICT in learning material

## 3.1 Study visits to PR HEIs

In order to collect experiences from PR partners, four study visits to PR partners HEIs (P7-P12) will be conducted: MP DRMFSE 2019 (SRB)

Discussion_and_
ing_conclussions-(

## 3.3 Train the WBC teaching staff on both DRM&FSE topics and b-learning methodologies

Within this WP, partners P8 and P10 will organize training with aim to train the WBC teaching staff on both DRM&FSE topics and b-learning methodologies. During this trainings partners will be divided in two training groups:

- 1st group: Training for teaching staff (P1-P6) for implementing new teaching methods and specific issues in field of DRM&FSE;
- 2nd group: Skills development training (training on how to make courses for specific target groups); Transfer would be done in groups (P7-P11 will address expert(s) who will do specific training), this method showed to be good when transferred knowledge is something all participants can benefit from, and it is convenient as can be organized as lecture. Other way will be counselling, face-to-face, where partners from PA will be able to discuss with P7-P11 experts (professors) about specific technical details or techniques.
- Training material
  - Interdisciplinary teaching at DTU
  - Mandatory Teacher Training program - DTU
  - How do we educate PhD educators - LUND
- Student centred learning methodologies workshop
  - WORKSHOP - Student Centered Learning
  - Report on K-FORCE Workshop on Student Centered Learning

## 3.4 Develop b-learning materials for MPs and PhD

The main objective of this WP is development of teaching and learning materials for DRM&FSE Master and PhD programmes. Learning materials will be jointly developed and produces by PA partners with active steering and peer review by PR partners.

Materials will be published on EN/SR/AL/BiH languages in electronic form PDF and available for student in K FORCE on line library as newly developed OER (Open Educational Resource) and on flexible ICT learning platform.

Thematic of the textbooks will be according to interdisciplinary nature of the DRM&FSE field and partners will decide its content in training and consultations.

### E-Library

http://www.kforce.gradjevinans.net/lectures-sms/category/25-lectures-sms.html

## 3.5 Pilot the new MPs and PhD learning material, evaluation and fine tuning

New learning material developed in 3.4 will be piloted on Master programs and PhD program. Survey evaluation of both programs and learning material will be conducted and fine tuning of programs will be performed based on P1 experience. Based on pilot experience and fine-tuning founding, P2-P6 partners will prepare themselves for implementation of their MPs.

**E-Library**
K-FORCE: Report on 1st Cohort's Progress
K-FORCE: Evaluation of visiting lecturers and recommendations for improvement of SMS teaching visits
K-FORCE Webinars: Experiences and recommendations from Novi Sad

# WP4 Implementation of Master Programs

## 4.1 Accredit Master programs

The goal is to create both regionally mutual and compatible HE in the field of DRM&FSE and aligned to WB national specifics of the Law on HE and the accreditation rules in PA (that were subjected to comparative analysis in 1.1.) in order to insure the implementation of modernized/developed MPs in line with project aims/objectives.

P1-P6 will form teams for accreditation of their study programs according to national specifics Laws and rules of accreditation and implementation.

The activity includes preparation of accreditation material and process resulting with program's implementation.

K-FORCE Licensed Master Programs at WBC
WBC MPs Comparative Table - Courses

**4.2 Enroll the Master students**

Announced competition for admission to the program. The required competencies for enrolment are completed B.Sc. studies of a technical profession. The applicants are taking the test of preferences and knowledge. Candidates are ranked based on the success during previous studies and the results of the test. Admission is carried out until filling all vacancies

http://www.kforce.gradjevinans.net/project-results.html

## 4.4 Selected MP lectures held by K-FORCE guest lecturers

Organized WEBINARs and Live Lectures to students. Newly created course material will be distributed to students. Webinars are Improving teaching process as using contemporary teaching methods in cost effective and efficient way. Local press will report about use of new ITC based laboratories in education purposes and about possibilities of WEBINARS in controlled environment. Guest lecturers from P7, P8 and P10 in 2nd project year will hold lectures on P1 Master programme.

Guest lecturers on MPs in 3rd project year:

- Professors from P1, P9 and P10 visit P2
- Professors from P1, P2 and P8 visit P3
- Professors from P5, P6 and P10 visit P4
- Professors from P1, P2 and P7 visit P5
- Professors from P3, P4 and P7 visit P6

Open lectures in 2017/2018 school year at UNS, Novi Sad, Serbia
http://www.kforce.gradjevinans.net/project-results.html

## 4.5 Evaluate the 1st cohorts' progress and satisfaction of students and staff

In order to continuously improve the quality of studies and accelerate data processing, WBC HEIs conduct the students' surveys. The surveys are conducted in accordance with the Law on Higher Education and accreditation standards. Polls are completely anonymous.

Students are required to complete the following surveys:

Survey for the evaluation of the study program. Graduated students are obligatory to answer the questions within the survey. Students complete a survey on the student Web service prior to obtaining certificate on graduation.

Survey for evaluating the teaching staff. Evaluation of lecturers is conducted at a lecture once during the semester.

Survey for evaluating of individual courses. The survey is carried out through entire course of study, by filling the questionnaires on the students' web service. Students complete a survey after passing the exams

Survey to evaluate the work of the HEI and its services and bodies

Survey to evaluate the satisfaction of guest lecturers

http://www.kforce.gradjevinans.net/images/Fajlovi/Publications/K-FORCE_Report_on_1st_Cohorts_Progress.pdf

# WP5 Implementation of PhD Program

## 5.1 ACCREDIT THE NEW PHD PROGRAMME

P1 will form the team for accreditation of the study program according to national Law and rules of accreditation, with 15 enrolment requested. It is envisaged to be done timely for academic 2018/2019 year.
The activity includes preparation of accreditation material and process resulting with programme's implementation.

http://www.kforce.gradjevinans.net/images/Fajlovi/PM_Meeting_NS_10-2018/07.UNS_Progress_report_on_accreditation_of_PhD_studies.pdf

# WP6 Implementation of LLL courses

## 6.3 CREATE K-FORCE GLOSSARY

K-FORCE Glossary of key words and terms is a result of several work packages. Glossary represents the selection of key words and the terms characteristic for the DRM&FSE area.

Selection will be done by all project partners with dominant role of P7-P11 who have, through the implementation of their studies and projects, as well as through their extensive experience, gained knowledge on key words and terms that are used specifically for the DRM&FSE profession. This glossary will provide definitions of at least 100 terms used in the field of DRM&FSE.

The definitions will be developed by project team members in aim to establish a common agreement on the translation of professional and technical names and terms.

## 6.5 DELIVER LLL COURSES IN BLENDED WAY TO PROFESSIONALS

Continuing education will be open to everyone who fulfils the admission requirements – 2 year work experience in the DRM&FSE area.

The courses will be targeted towards adults who had already completed an education and wish to follow an education at higher level or in another field or wish to update acquired qualification within the field of their initial degree.

Partners P7-P12 will contribute in further definition the admission requirements and provide guidance to future attendees in courses selection.

LLL Courses preparation and implementation plan

LLL courses UNS, LLL course VTSNS, LLL courses UTZ, LLL courses UBL, LLL courses UT

LLL courses EPOKA

VTSNS starts a new cycle of the LLL course Risk Resilience

Risk resilience LLL course in VTSNS

In Tuzla was held the first Lifelong Learning course within the K-FORCE project

## 6.4 ADAPT SELECTED LEARNING MATERIAL FOR LLL COURSES

Learning material developed within WP3 will be adapted and used for LLL purposes. WBC HEIs involved in project will choose 3 courses from Master studies with complete learning material to deliver to at least 400 professionals in blended way. Material selection will be done according to WBC needs for LLL courses defined in 6.1.

# WP7 Quality Assurance and Monitoring

## 7.2 Create polls for different types of activities

On the target-audience level, quality control and monitoring will be facilitated through feedback questionnaires.
Surveys on quality of teaching are already Explained in 4.5. and 5.4. activities.

Partners P1-P6 and P13-P16 in joint efforts will develop questionnaires. P11 will coordinate research and development of the questionnaires and execute aggregation of results in the final report in English.
The results of the research will be promoted on dissemination events within WP8. Partners P7-P11 will do revision of the questionnaires, and partner P12, due to the position in the region and common history with PA partners, will participate in the aggregation of the findings with P11.

http://www.kforce.gradjevinans.net/images/Fajlovi/Po_tackama/7.2/University_of_Skopje_Quality_Control_Report.pdf

## 7.3 Learning material peer review

Within the work package WP3, PA partners will develop/prepare learning material that will be reviewed and corrected by partners P7-P11 in order to raise its quality to a higher level.

As the subject of the project is the implementation of Master, PhD programs and LLL courses, for which it is planned to be implemented both in the language of the PA partner and in English language, all materials will be in EN and then translated by external experts in cooperation with P1-P6 into SR, AL and B&H. Materials will be reviewed and returned to WBC partners in electronic form.

# WP8 Dissemination and Exploitation

## 8.2 Develop, maintain and promote K-FORCE Website

Partner in charge of the implementation of the activity is P1. The activity implies the design and maintenance of the project website. The maintenance activities include the promptly putting on the website the activities carried out in the project, and adding of the electronic publications of the project that are intended for general public and for dissemination of the project.

Measure of the accomplishment of the activities is the updated and secure project website, which is built by the standards and guidelines for the ERASMUS + project program dissemination.

The pages will include:

• information about K-FORCE project and its activities including contact details, background information, working papers, events (seminars, workshops) etc.

• according to Erasmus+ Dissemination Platform

• instructional materials as discussed above (the web in this respect acts as a principal means of publication);

• frequent news and updates to keep the community informed.

• Following the project's web dissemination strategy, news about K-FORCE project will be published in different languages EN, SR, AL, BiH.

• All partners will regularly provide information for dissemination on WEB Page.

Consortium members will also investigate the use of their website for engagement of social media networks to highlight project progress, upcoming events and publications.

Web site will be linked to all partners' web sites and other interested stakeholders and social networks.

## 8.3 Open/maintain e-library public access area

K-FORCE supports the production and adoption of Open Educational Resources in diverse European languages: Glossary of DRM&FSE key words and terms and K-FORCE On-line Library.

Educational ICT based laboratories created in WBC HEIs with interoperability capabilities and K-FORCE On-line library providing international and regional case-study and research publications. That insures common regional problem approach and knowledge compatibility also in accordance to contemporary trends in field of DRM&FSE.

Public will have an open access to K-FORCE Web portal and K-FORCE On-line library where they will found guidebooks, glossary, curriculum, guides, textbooks, conference proceedings and other. This will provide virtual mobility of teachers, students and trainees in the region and availability of materials

http://www.kforce.gradjevinans.net/e-library.html

## 8.4 Perform media, enrolment and LLL promo campaigns

Deferent campaigns will be organized to promote newly developed study programs through secondary school visit, in order to draw attention. Several small brochures and three-page fliers, designed to promote newly developed programs and teaching and training activities of the project, will be printed and distributed to potential students and DRM&FSE companies management.

During the project's lifetime, project partners will discuss and present intermediate and other outcomes at Symposia and K-FORCE bodies meetings to press and media.

National television and local televisions will be involved as well project partners institutions' media services will follow project events.

The aim of publications and promo materials is to make content available to the general public and end-users and to provide information on project- the background, objectives and description of work and expected results. The training courses to public services and enterprises will be constantly delivered to all companies interested in educating their employees on DRM&FSE issues and willing to raise the level of disaster awareness of their employees.

http://www.kforce.gradievinans.net/project-results.html

## 8.5 Organise 3 K-FORCE Symposia

The 1st Symposium entitled KNOWLEDGE FOR RESILIENT SOCIETY K-FORCE 2017 will be organized by P13, P1, P2 and P14. Within the symposium partners will meet each other and present their programs and institutions as well as their views on the needs for knowledge in order to build a resilient society. The symposium will be open and project partners will be presented to the media and the general public will be made aware of the subject and the issues within the field of DRM&FSE. Media report of local/national/regional media will be provided.

Additionally, the needs and expected skills and knowledge to build a secure and resilient society will be presented in the form of essays on the need for HE in the field of DRM&FSE (P1-P11 and invited lectures); Presentation of the skills and necessary qualifications of experts in the opinion of the professional experts (P12, P13, P15, P16 and invited lectures); Necessity for education of children and youth (P14 invited lectures).

The 2nd Symposium entitled STUDENTS FOR RESILIENT SOCIETY S-FORCE will be organized by P1, P2, P13 and P14. 1st part of the symposium is reserved for presentation of student papers. This part of symposium is intended as a forum for PhD students and master students who aim to pursue PhD studies in DRM&FSE to have an opportunity to present the results of their scientific research.

## 8.5 Organise 3 K-FORCE Symposia

The Symposium provides an opportunity to students of PhD studies to get acquainted with the research methods and the system of education of different countries and universities. Furthermore, the official program includes presentations of textbooks and selected lectures by esteemed scientists from P7-P11 as well as 'round tables' on current and popular topics in the DRM&FSE field. Partners P13 and P14 will be included in dissemination and survey of target groups.

2nd part of Symposium will be in line with the methodology of European Youth Parliament (EYP-workshops). All participants of the Symposium are appointed a working group – Committee. Each committee has its facilitator (P7-P11) and journalist (provided by P1-P6) which organize and follow the work of each Committee. A Committee is also given its own topic, which is in direct relation to the K-FORCE project theme. The workshop consists of three major parts, first of which is Teambuilding, first done with all the participants and then further in Committees. Teambuilding represents a series of exercises aimed at establishing a positive working environment and good communication inside the Committees. The second part is Committee Work, during which the participants are tasked with creating a resolution to the topic at hand.

## 8.5 Organise 3 K-FORCE Symposia

This is done by analysing, discussing and formulating the problems and solutions to the topic, whilst consulting experts in the field. At the end of Committee Work, these problems and solutions are drafted, in the form of resolutions submitted in the European Parliament, to form a Resolution Booklet of the Conference. All of the resolutions from the Booklet are then individually debated on, attacked, defended and finally voted on by all the participants during the General Assembly, the third and final part of the working day. The aim of the General Assembly is to replicate the working procedures of the European Parliament.

Additionally, the event combines an unrivalled educational conference and presentation of newly establish Study Programs in the field of DRM&FSE. There is opportunity for students and teaching staff to speak with experts; find solutions to technical challenges and stay current with technological advances in DRM&FSE field. Experts and professionals will expose their papers on thematic what knowledge is necessary for building resilient society. Partners will present their programs and elaborate of possibilities and importance of education in the field of the DRM&FSE and continual learning (LLL). All Partners will participate with their presentations and lectures and consultations. Survey will be conducted during the event to ensure project quality.

## 8.5 Organise 3 K-FORCE Symposia

The 3rd Symposium entitled KNOWLEDGE FOR RESILIENT SOCIETY 2 K-FORCE 2019 will be organized by P5 and P6. This will take the form with various presentations. All Project Partners participants and guest lectures will be admitted at no cost. Additional persons (non-project partner members or teaching staff) are welcome to attend, at a price which will be advised. Presentation of project results and conclusions and presentations of selected papers of end users of the project (master student papers and PhD student Papers), round table: discussion and definition of recommendations for further steps in improvements of education in DRM&FSE field.

The invited lectures presentations and selected workshops will be also taped and available on-line at Web site and Flexible learning platform.

http://www.kforce.gradjevinans.net/project-results.html

# WP9 Project Management

## 9.1 Organize K-FORCE bodies meetings

K-FORCE Consortium, consisting of the contact persons of all partners, provides strategic project management and monitors the overall progress. On the Kick-off meeting, it will adopt the document on management procedures, with an emphasis on modifications of task distribution and conflict resolution. The Consortium will form the 11-strong Steering Committee, led by P8 with members from HEIs and will meet four times during the project.

WB K-FORCE Board, a sub-body of K-FORCE Consortium, will be formed from contact persons of partners from WB countries and will meet in person every six months or more frequently if needed. Steering Committee will meet in full attendance twice a year, at and between Consortium meetings.

The project is split into 9 WPs, which will be managed by 9 Work Groups, each consisting of at least one representative from every partner. WG Chairs will consolidate the above progress reports and produce summary reports to the Project Coordinator on 3-month basis.

Finally, P1 will form the Project Management Team (PMT), which will include management, legal, administrative, financial and technical staff, from both University and Faculty structures. PMT will provide continuous project management. For the successful realization of mentioned meetings, following mobility are planned:

- 54 staff mobility within PA
- 54 staff mobility from PR to PA

http://www.kforce.gradjevinans.net/project-results.html

## 9.4 Manage all project activities and monitor their execution regarding timescale and expenses

As WPs consist of several activities, WG Chairs and Co-Chairs will appoint an Activity Leader for each activity. Each partner will regularly prepare a WG and/or activity progress report regarding work done on the WP/activity to its WG Chair and/or Activity Leader.

WG Chairs will consolidate the above progress reports and produce summary reports to the Project Coordinator on 3-month basis. In case of delays, WG Chairs will alert the Coordinator and seek guidance on the best course of action. In case of serious problems, they will inform the WB Board or the K-FORCE Consortium.

P1 will also indicate and notice each partner to prepare their expenses reports.

For the successful realization of this activity, following mobility are planned :

•8 staff mobility from P1 to PA

•3 staff mobility from P1 to PR

•6 staff mobility from PR to PA

•2 staff mobility from P1 to Brussels - ERASMUS + Project representatives' meeting

These mobility represent monitoring and management coordination visits(financial/administrative/documentation monitoring, etc.)

## WP3 Improve teaching methodologies and embed the ICT in learning material (2018-2019)

**Task 3.5 PILOT THE NEW MPS AND PHD LEARNING MATERIAL, EVALUATION AND FINE TUNING**

New learning material developed in 3.4 will be piloted on Master programs and PhD program. Survey evaluation of both programs and learning material will be conducted and fine tuning of programs will be performed based on P1 experience. Based on pilot experience and fine-tuning founding, P2-P6 partners will prepare themselves for implementation of their MPs.

E-Library
K-FORCE: Report on 1st Cohort's Progress
K-FORCE: Evaluation of visiting lecturers and recommendations for improvement of SMS teaching visits
K-FORCE Webinars: Experiences and recommendations from Novi Sad

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## WP4 Implementation of Master Programs (2018-2019)

**Task 4.4 SELECTED MP LECTURES HELD BY K-FORCE GUEST LECTURERS**
Organized WEBINARs and Live Lectures to students. Newly created course material will be distributed to students. Webinars are Improving teaching process as using contemporary teaching methods in cost effective and efficient way. Local press will report about use of new ITC based laboratories in education purposes and about possibilities of WEBINARS in controlled environment. Guest lecturers from P7, P8 and P10 in 2nd project year will hold lectures on P1 Master program.

Open lectures in 2018/2019 school year at UNS, Novi Sad, Serbia
Open lectures in 2018/2019 school year at VTSNS, Novi Sad, Serbia
Open lectures in 2018/2019 school year at UBL, Banja Luka, Bosnia & Herzegovina
Open lectures in 2018/2019 school year at UTZ, Tuzla, Bosnia & Herzegovina

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# WP4 Implementation of Master Programs (2018-2019)

**Task: 4.5 EVALUATE THE 1ST COHORTS' PROGRESS AND SATISFACTION OF STUDENTS AND STAFF**

In order to continuously improve the quality of studies and accelerate data processing, WBC HEIs conduct the students' surveys. The surveys are conducted in accordance with the Law on Higher Education and accreditation standards. Polls are completely anonymous.

K-FORCE: Report on 1st Cohort's Progress

# WP5 Implementation of PhD Program (2018-2019)

**Task: 5.1  ACCREDIT THE NEW PHD PROGRAM**
P1 will form the team for accreditation of the study program according to national Law and rules of accreditation, with 15 enrolment requested. It is envisaged to be done timely for academic 2018/2019 year.
The activity includes preparation of accreditation material and process resulting with program's implementation.

UNS Curiccula 2016 to 2019
Accredited UNS PhD programme (ENG)
Accredited UNS PhD programme (SRB)

# WP5 Implementation of PhD Program (2018-2019)

**Task: 5.2 ENROLL THE PHD STUDENTS (OVERDUE)**

Announced competition for admission to the program (15 students) P1. The required competencies are completed M.Sc. studies of a technical profession and the grade point average of 8.50. Candidates are ranked based on the success during previous studies. Admission is carried out until all vacancies are filled in.

**Task 5.3 Selected PhD lectures held by K-FORCE guest lecturers (OVERDUE)**

Organized WEBINARs and Live Lectures (P1 to students. Newly created curse material will be distributed to students. Webinars insure the improvement of teaching process by using contemporary teaching methods in cost effective and efficient way. Local press will report about use of new ITC based laboratories in education purposes and about possibilities of WEBINARS in controlled environment.

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## WP5 Implementation of PhD Program (2018-2019)

**Task: 5.4 EVALUATE THE 1ST COHORTS' PROGRESS AND SATISFACTION OF STUDENTS AND STAFF (OVERDUE)**

In order to continuously improve the quality of studies and accelerate data processing, WBC HEIs conduct the students' surveys. The surveys are conducted in accordance with the Law on Higher Education and accreditation standards. Polls are completely anonymous.

## WP6 Implementation of LLL courses (2018-2019)

**Task 6.3 CREATE K-FORCE GLOSSARY**

K-FORCE Glossary of key words and terms is a result of several work packages. Glossary represents the selection of key words and the terms characteristic for the DRM&FSE area.

Selection will be done by all project partners with dominant role of P7-P11 who have, through the implementation of their studies and projects, as well as through their extensive experience, gained knowledge on key words and terms that are used specifically for the DRM&FSE profession. This glossary will provide definitions of at least 100 terms used in the field of DRM&FSE.

The definitions will be developed by project team members in aim to establish a common agreement on the translation of professional and technical names and terms.

K-FORCE Glossary of Terms in Disaster Risk Management and Fire Safety

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## WP6 Implementation of LLL courses (2018-2019)

**Task 6.5 DELIVER LLL COURSES IN BLENDED WAY TO PROFESSIONALS**

Continuing education will be open to everyone who fulfils the admission requirements – 2 year work experience in the DRM&FSE area.

The courses will be targeted towards adults who had already completed an education and wish to follow an education at higher level or in another field or wish to update acquired qualification within the field of their initial degree.

Partners P7-P12 will contribute in further definition the admission requirements and provide guidance to future attendees in courses selection.

*LLL Courses preparation and implementation plan*

LLL courses UNS, LLL course VTSNS, LLL courses UTZ
LLL courses UBL, LLL courses UT, LLL courses EPOKA

VTSNS starts a new cycle of the LLL course Risk Resilience
Risk resilience LLL course in VTSNS
In Tuzla was held the first Lifelong Learning course within the K-FORCE project

# WP7  Quality Assurance and Monitoring (2018-2019)

## Task  7.2 CREATE POLLS FOR DIFFERENT TYPES OF ACTIVITIES

On the target-audience level, quality control and monitoring will be facilitated through feedback questionnaires.

Surveys on quality of teaching are already Explained in 4.5. and 5.4. activities. Partners P1-P6 and P13-P16 in joint efforts will develop questionnaires. P11 will coordinate research and development of the questionnaires and execute aggregation of results in the final report in English.

The results of the research will be promoted on dissemination events within WP8. Partners P7-P11 will do revision of the questionnaires, and partner P12, due to the position in the region and common history with PA partners, will participate in the aggregation of the findings with P11.

Quality control progress report

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## WP7 Quality Assurance and Monitoring (2018-2019)

**Task 7.3 LEARNING MATERIAL PEER REVIEW**

Within the work package WP3, PA partners will develop/prepare learning material that will be reviewed and corrected by partners P7-P11 in order to raise its quality to a higher level. As the subject of the project is the implementation of Master, PhD programs and LLL courses, for which it is planned to be implemented both in the language of the PA partner and in English language, all materials will be in EN and then translated by external experts in cooperation with P1-P6 into SR, AL and B&H. Materials will be reviewed and returned to WBC partners in electronic form.

**Task 7.4 EXTERNAL REVIEW OF THE GLOSSARY**

Within the work package WP6, K-FORCE partners will develop/prepare Glossary. P11 will sub-contract an external reviewer, to carry out an external review of the Glossary.

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## WP8  Dissemination and Exploitation (2018-2019)

**Task  8.2 DEVELOP, MAINTAIN AND PROMOTE K-FORCE WEBSITE**
Partner in charge of the implementation of the activity is P1. The activity implies the design and maintenance of the project website. The maintenance activities include the promptly putting on the website the activities carried out in the project, and adding of the electronic publications of the project that are intended for general public and for dissemination of the project.
Measure of the accomplishment of the activities is the updated and secure project website, which is built by the standards and guidelines for the ERASMUS + project program dissemination.

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## WP8  Dissemination and Exploitation (2018-2019)

**Task  8.2 DEVELOP, MAINTAIN AND PROMOTE K-FORCE WEBSITE**

The pages will include:

- information about K-FORCE project and its activities including contact details, background information, working papers, events (seminars, workshops) etc.
- according to Erasmus+ Dissemination Platform
- instructional materials as discussed above (the web in this respect acts as a principal means of publication);
- frequent news and updates to keep the community informed.
- Following the project's web dissemination strategy, news about K-FORCE project will be published in different languages EN, SR, AL, BiH.
- All partners will regularly provide information for dissemination on WEB Page.

Consortium members will also investigate the use of their website for engagement of social media networks to highlight project progress, upcoming events and publications.

Web site will be linked to all partners' web sites and other interested stakeholders and social networks.

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## WP8 Dissemination and Exploitation (2018-2019)

**Task 8.3 OPEN/MAINTAIN E-LIBRARY PUBLIC ACCESS AREA**

K-FORCE supports the production and adoption of Open Educational Resources in diverse European languages: Glossary of DRM&FSE key words and terms and K-FORCE On-line Library.

Educational ICT based laboratories created in WBC HEIs with interoperability capabilities and K-FORCE On-line library providing international and regional case-study and research publications. That insures common regional problem approach and knowledge compatibility also in accordance to contemporary trends in field of DRM&FSE.

Public will have an open access to K-FORCE Web portal and K-FORCE On-line library where they will found guidebooks, glossary, curriculum, guides, textbooks, conference proceedings and other. This will provide virtual mobility of teachers, students and trainees in the region and availability of materials

E-LIBRARY

## WP8 Dissemination and Exploitation (2018-2019)

### Task 8.4 PERFORM MEDIA, ENROLMENT AND LLL PROMO CAMPAIGNS

Deferent campaigns will be organized to promote newly developed study programs through secondary school visit, in order to draw attention. Several small brochures and three-page fliers, designed to promote newly developed programs and teaching and training activities of the project, will be printed and distributed to potential students and DRM&FSE companies management.

During the project's lifetime, project partners will discuss and present intermediate and other outcomes at Symposia and K-FORCE bodies meetings to press and media.

National television and local televisions will be involved as well project partners institutions' media services will follow project events.

The aim of publications and promo materials is to make content available to the general public and end-users and to provide information on project- the background, objectives and description of work and expected results.

The training courses to public services and enterprises will be constantly delivered to all companies interested in educating their employees on DRM&FSE issues and willing to raise the level of disaster awareness of their employees.

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# WP8  Dissemination and Exploitation (2018-2019)

## Task  8.4 PERFORM MEDIA, ENROLMENT AND LLL PROMO CAMPAIGNS
Media appearance

RTV 1 - Student, 18.3 2017. (IN SERBIAN), K-FORCE on RTV 1 - University, 7.3.2017. (in Serbian), Good evening Vojvodina - Erasmus + project "Knowledge FOr Resilient soCiEty"- K-FORCE, Good evening Vojvodina - K-FORCE 23/10/2018

Enrolment

**University of Novi Sad**

Konkurs za upis na master akademske studije upravljanje rizikom od katastrofalnih događaja i požara, Innovated study programme - competition for enrollment to master academic studies disaster risk management and fire safety

A detailed description of the study programme (link 1, link 2)
Call for enrollment links (link 1, link 2, link 3)
Enrolled master students 2017/2018
Enrolled master students 2018/2019

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# WP9  Project Management (2018-2019)

**Task  9.1 ORGANIZE K-FORCE BODIES MEETINGS**

K-FORCE Consortium, consisting of the contact persons of all partners, provides strategic project management and monitors the overall progress. On the Kick-off meeting, it will adopt the document on management procedures, with an emphasis on modifications of task distribution and conflict resolution. The Consortium will form the 11-strong Steering Committee, led by P8 with members from HEIs and will meet four times during the project.

WB K-FORCE Board, a sub-body of K-FORCE Consortium, will be formed from contact persons of partners from WB countries and will meet in person every six months or more frequently if needed.

Steering Committee will meet in full attendance twice a year, at and between Consortium meetings.

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## WP9  Project Management (2018-2019)

**Task  9.1 ORGANIZE K-FORCE BODIES MEETINGS**
**K-FORCE bodies meetings**
Kick-Off Meeting and Opening Conference of the K-Force Project
K-Force Project Management Meeting in Tirana, Albania
K-Force Project Management Meeting in Novi Sad, Serbia
Study Visit & Project Management Meeting at the Aalborg University
Study Visit & Project Management meeting at DTU and Lund University
K-FORCE Western Balkan Board and Consortium Project Management Meeting at the University
of Novi Sad and Higher Education Technical School of Professional Studies in Novi Sad
K-FORCE project meeting in Skopje (April, 2018)
K-Force Project Management Meeting in Novi Sad, Serbia (September, 2018)

**K-FORCE management structures**

K-FORCE decision - Consortium
K-FORCE decision - WB Board
K-FORCE decision - PMT
K-FORCE decision - Steering Committee
K-FORCE decision - Work Groups

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## WP9  Project Management (2018-2019)

**Task  9.4 MANAGE ALL PROJECT ACTIVITIES AND MONITOR THEIR EXECUTION REGARDING TIMESCALE AND EXPENCES**

As WPs consist of several activities, WG Chairs and Co-Chairs will appoint an Activity Leader for each activity. Each partner will regularly prepare a WG and/or activity progress report regarding work done on the WP/activity to its WG Chair and/or Activity Leader.

WG Chairs will consolidate the above progress reports and produce summary reports to the Project Coordinator on 3-month basis. In case of delays, WG Chairs will alert the Coordinator and seek guidance on the best course of action. In case of serious problems, they will inform the WB Board or the K-FORCE Consortium. P1 will also indicate and notice each partner to prepare their expenses reports.

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## WP9  Project Management (2018-2019)

**Task  9.4 MANAGE ALL PROJECT ACTIVITIES AND MONITOR THEIR EXECUTION REGARDING TIMESCALE AND EXPENCES**

For the successful realization of this activity, following mobility are planned :

8 staff mobility from P1 to PA

3 staff mobility from P1 to PR

6 staff mobility from PR to PA

2 staff mobility from P1 to Brussels - ERASMUS + Project representatives' meeting

These mobility represent monitoring and management coordination visits(financial/administrative/documentation monitoring, etc.)
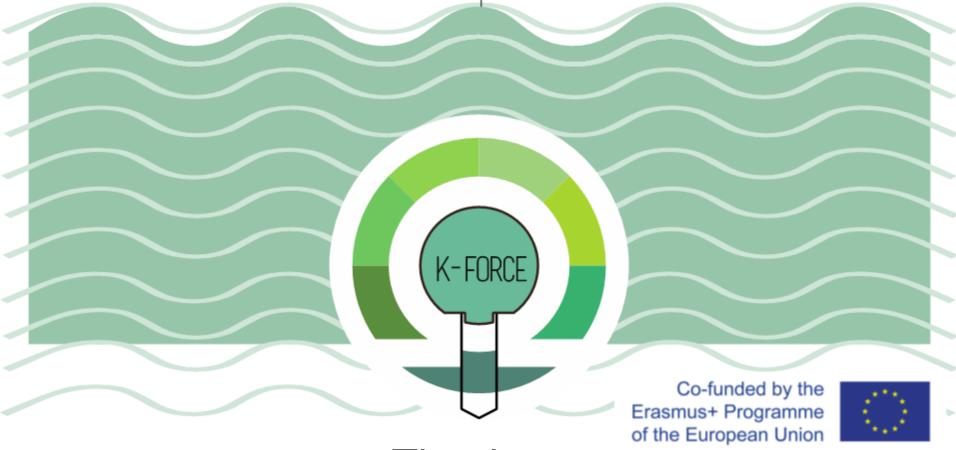
Kick-Off Meeting of the Newly Selected Capacity Building for Higher Education (CBHE) Projects

K-FORCE Project management meeting in Tirana, Albania

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# Thank you
# for your attention

*Contact info about the presenters:*
*Miroslava Vandlíčková – miroslava.vandlickova@fbi.uniza.sk*
*Linda Makovická Osvaldová – linda-makovicka@fbi.uniza.sk*

**Knowledge FOr Resilient soCiEty**