



IN2IT

WP 2: INTERNATIONAL TEAM BUILDING

DR. VERED HOLZMANN
IN2IT PROJECT MANAGER

UM, 8-10 MARCH 2016



WP1: Capability Maturity Framework

- Workshop 1: 20-22/1/2016 (Warsaw).

An introduction workshop to get the participants into the process of evaluating internationalization.

- Workshop 2: 8-10/3/2016 (Montpellier).

An advanced workshop to develop institutional indicators of internationalization maturity.



WP2: International Team Building

- 1st meeting: 17-19 May 2016, Israel
- 2nd meeting: 11-13 July 2016, Germany

Goals:

- (1) to establish effective international teams of Israeli colleges and EU Universities.
- (2) to prepare work plans for international teams for implementation of internationalization by innovative technologies.



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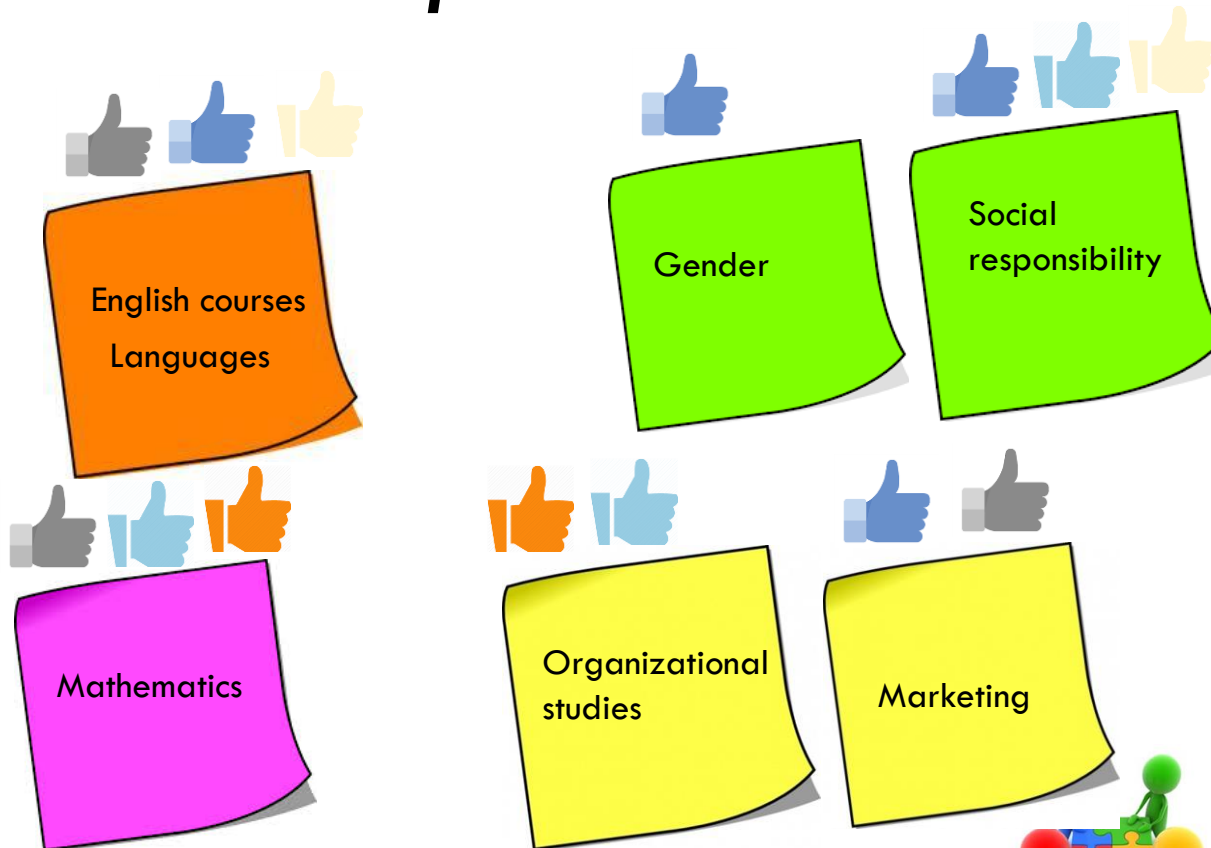
WP2: International Team Building

- ❖ *At least three different international teams will be established (one for education training, one for engineering, design and technology, and one for social sciences, humanities and management).*
- ❖ *In each international team will be **at least one Israeli college and one EU University.***
- ❖ *Homogeneous teams (ex. Design schools) and/or heterogeneous teams (ex. Education & Engineering).*



WP2: International Team Building

Preferred topics for collaboration



25/3/2016:
➤ **Send list of preferred topics**



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WP2: International Team Building

- June 2016: Study visits in EU Partner Universities

Goals:

- (1) to gain better understanding of academic international activities.
- (2) to identify opportunities for cooperation amongst academic and administrative staff.



WP2: International Team Building

- 2 college representatives for a 3 day study visit.

Meetings and discussions with management, IRO managers and professionals, teachers, researchers, and administrative staff.

Suggested study visit plan

- *Introduction to the university (Faculties, departments, fields of studies, etc. that can be developed for cooperation in IN2IT)*
- *Introduction to the IRO at the University (Structure, roles and responsibilities, measurement of internationalization, review of EU projects)*
- *Introduction to the education technology (distance learning) unit. (Structure, roles and responsibilities, technological platforms)*
- *Meetings with academic staff colleagues that can collaborate on developing virtual courses (academic and with the industry).*

25/3/2016:

- **Send preferences for place of visit**





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WP 10: MANAGEMENT OF THE GRANT

DR. VERED HOLZMANN
IN2IT PROJECT MANAGER

WUT, 20-22 JANUARY 2016



Financial and administrative management of the Grant



Financial and administrative management of the Grant

□ Financial Management workshop

When: 13/3/2016 13:00-15:00

Where: Tel-Aviv Yaffo College (Building: Management and Economics, room 307)

What:

Part A: Erasmus+ Office:

- Rationale of the Erasmus+ budget management
- Unit costs vs. Actual costs
- Control unit costs expenses
- Co-financing

Part B: IN2IT Project Coordinator

- Staff costs planning and reporting
- Travel costs & costs of stay rules and reporting
- Equipment purchasing, inventory recording, labelling, and reporting
- Subcontracting prerequisites and reporting

Who: Financial managers and project coordinators



Financial and administrative management of the Grant

□ Procedures

- **Exchange rate:** November 2015
http://ec.europa.eu/budget/contracts_grants/info_contracts/inforeuro/inforeuro_en.cfm
- **Reporting:** on the 15th of every month. **Scanned copies** of timesheets, staff conventions (annex ii), travel reports (annex iii), and invoices.
- **Original documents** should be kept at the institution for 5 years after the project ends (Oct 2023)
- **Overall budget reporting form** (excel file) will be provided by the agency sometime . . .
- **Co-financing control**





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At your service



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