CAMBIARE LA VITA, APRIRE LA MENTE
BANDO ERASMUS+
EU SURVEY

ISTRUZIONI PER LA COMPILAZIONE DEL PARTICIPANT REPORT DELL’UE (RELAZIONE FINALE)
Al termine della mobilità i beneficiari sono tenuti a compilare il Participant Report dell’UE (Relazione finale), attraverso il link che verrà automaticamente inviato dalla piattaforma europea “Mobility Tool” sulla mail istituzionale dello studente (nome.cognome@unipg.it).

L’oggetto della mail è *Erasmus+ participant report* ed il mittente è EU-CORPORATE-NOTIFICATION-SYSTEM@ec.europa.eu.
COME COMPILARE IL REPORT NARRATIVO:

N.B. le parti in rosso devono essere obbligatoriamente compilate.
In base alle risposte precedentemente fornite, si apriranno diverse domande.
Di seguito si riportano, come esempio, le più frequenti.

Erasmus+

Participant Report Form - Call 2020 - KA1 - Learning Mobility of Individuals - Staff mobility for teaching and training activities

Fields marked with * are mandatory.

1 Purpose of the Participant Report

This final report on your mobility experience will provide the EU’s Erasmus+ Programme with valuable information which will benefit both future participants and contribute to the continued improvement of the programme. We are grateful for your co-operation in filling out the questionnaire.

All personal data mentioned in this form will be processed in accordance with Regulation (EC) No 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the European Union institutions, bodies, offices and agencies and on the free movement of such data. This report, once submitted, will be accessible to the coordinating institutions, their national agencies and the European Commission. More details in Specific Privacy statement.

2 Identification of the Participant and General Information

* 2.1 First and last name
See section “Publication and Usage Rights of the Information and of the Email Address” at the end of this questionnaire concerning usage of the personal information.

2.2 Mobility start date
The date on which your mobility activity started, provided for information only. Should this date be incorrect, please contact the person responsible for management of your mobility to correct this date.

Data inizio mobilità

2.3 Mobility end date
The date on which your mobility activity ended, provided for information only. Should this date be incorrect, please contact the person responsible for management of your mobility to correct this date.

Data fine mobilità

2.4 Email address, where I can be contacted in the future
See section “Publication and Usage Rights of the Information and of the Email Address” at the end of this questionnaire concerning usage of the personal information. Please correct this email address if necessary.

nome.cognome@unipg.it

2.5 Was this your first staff mobility period financed by the Erasmus+ or Lifelong Learning Programmes?

Inserire YES o NO

2.7 What type of activity did you carry out?

- Staff mobility for teaching
- Staff mobility for training
2.11 Was a mobility agreement between you and your institution/enterprise signed before the mobility?

- Yes
- No

2.12 What were your main motivations for taking part in this Erasmus+ mobility?

- To acquire knowledge and specific know-how from good practice abroad
- To develop my own competences in my field and increase the relevance of my teaching
- To increase knowledge of social, linguistic and/or cultural matters
- To gain practical skills relevant for my current job and professional development
- To increase my job satisfaction
- To build up new contacts/expand my professional network
- To reinforce the cooperation with a partner institution
- To build up cooperation with the labour market
- To create spin-off effects like curriculum development, development of joint courses or modules, academic networks, research collaboration etc.
- To experiment and develop new learning practices and teaching methods
- To share my own knowledge and skills with students
- To increase the quality and quantity of student and staff mobility to and from my sending institution
- To meet new people
To increase my future employment and career opportunities
To receive an Erasmus+ grant
To improve my foreign language skills
To improve services offered by my sending institution
Other

* 2.14 Did your staff mobility include the following elements?

- Lectures
- Job-shadowing
- Tutorials/seminars/workshops
- Research supervision of students
- Distance teaching/online courses
- Problem-based learning/case studies
- Own research activities
- Promotion and/or follow-up/monitoring of Erasmus+ mobility
- Joint events and seminars
- Participation in a Staff Training Week
- Participation in tests/exams
- Planning of future Erasmus+ co-operation
- Cultural activities
- Monitoring of Erasmus+ cooperation projects

3 General satisfaction

* 3.1 How satisfied are you with this mobility experience in general?
* 3.2 Would you recommend this experience to a colleague?

* 3.3 How do you plan to share your experience?
- With a written report
- At staff meeting(s)
- At conference(s)
- At workshop(s) with colleagues
- In the media
- Other
- Not foreseen at all

* 3.4 Have you participated in any virtual mobility period?
- Yes
- No

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4 Practical arrangements

4.1 If relevant, how much did you pay approximately yourself for your travel to and from your receiving institution/organisation?
4.2 If relevant, how much did you receive from your sending institution for your travel costs (or from your receiving institution in case you are from an enterprise)?

Inserire l'importo effettivamente ricevuto per il viaggio di andata e ritorno

EUR

4.3 If relevant, how much did you receive from your sending institution for your daily subsistence costs abroad (or from your receiving institution in case you are from an enterprise) (average amount per day)?

Inserire l'importo effettivamente ricevuto per il viaggio

EUR/day

4 Personal and professional development and impact
5.1 Personal and professional development: thanks to this Erasmus+ mobility activity

<table>
<thead>
<tr>
<th></th>
<th>Strongly agree</th>
<th>Rather agree</th>
<th>Neither agree nor disagree</th>
<th>Rather disagree</th>
<th>Strongly disagree</th>
<th>Not applicable</th>
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</thead>
<tbody>
<tr>
<td>*I have learned from good practices abroad</td>
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<tr>
<td>*I have experimented and developed new, innovative learning practices or teaching methods</td>
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<td>*I have gained sector-specific or practical skills relevant for my current job and professional development</td>
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<td>*I have enhanced my curriculum design skills</td>
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<td>*I have enhanced my organisational/management/leadership skills</td>
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<td>*I have reinforced or extended my professional network or built up new contacts</td>
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<td>*I have reinforced the cooperation with the partner institution/organisation</td>
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<td>*I have built cooperation with players in the labour market</td>
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<td>*I have built cooperation with players in civil society</td>
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<td>*I have improved my foreign language skills</td>
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<td>*I have increased my social, linguistic and/or cultural competences</td>
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<td>*I have improved my competences in the use of Information and Communication Technology tools (e.g.</td>
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5.2 Furthermore, during my mobility activity...

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<th>Strongly agree</th>
<th>Rather agree</th>
<th>Neither agree nor disagree</th>
<th>Rather disagree</th>
<th>Strongly disagree</th>
<th>Not applicable</th>
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<tr>
<td><em>I have shared my own knowledge and skills with students and/or other persons</em></td>
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<td><em>I contributed to create spin-off effects like curriculum development, development of joint courses or modules, academic networks, research collaboration, etc.</em></td>
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### 5.6 My mobility period had the following impact on my sending institution/enterprise

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<th></th>
<th>Strongly agree</th>
<th>Rather agree</th>
<th>Neither agree nor disagree</th>
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<tr>
<td><em>I contributed to increasing the quality and quantity of student or staff mobility to and from my sending institution</em></td>
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<td>Other</td>
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Inserire, obbligatoriamente, una risposta per ogni domanda
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<th>partner institution/organisation(s)</th>
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<th>Not applicable</th>
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<td>*Will lead to internationalisation of my sending institution</td>
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<td>*Will lead to stronger involvement of my institution/enterprise in curriculum development</td>
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<td>*Will lead to the introduction of changes in the organisation/management of my sending institution/enterprise</td>
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<td>Other</td>
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6 Recognition
6.1 In what way will your mobility be recognised by your sending institution/enterprise?
- Part of my yearly work plan
- Included in my annual performance assessment
- Informal recognition by my management (such as the head of department / unit, dean, rector)
- Salary increase
- Other
- Not recognised at all

6.2 Do you feel satisfied with this level of recognition?
- Yes
- No
- Don't know/Cannot judge

7 Conclusions
7.1 If you wish, please give any additional information, observations, comments or recommendations that may be useful for staff wishing to go abroad, as well as for your National Agency for Erasmus+ or the European Commission in order to improve the staff mobility action.

8 Publication and Usage Rights of the Information and of the Email Address
8.1 I'm willing to help staff and students based on my on Erasmus+ experience. They can contact me at my email address.
* 8.2 I agree that (parts of) this report can be published and made available to the general public.
- Yes, with my name and email address
- Yes, but anonymised (no name, no email address)
- No

* 8.3 I agree that my email address will be used later to contact me for further studies related to the content of this final report or regarding the Erasmus+ programme or EU issues.
- Yes
- No