

European Space University for Earth and Humanity

UNIVERSEH is an alliance of five European universities established to develop a new way of collaboration in the field of Space, within the “European Universities” initiative.

The alliance aims to create new higher education interactive experiences for the university community, teachers and students, and for the benefit of society as a whole. Such initiatives will enable broadminded, informed and conscientious European citizens to capture and create new knowledge and become smart actors of European innovation, valorisation and societal dissemination within the Space sector, from science, engineering, liberal arts to culture.

In Beyond UNIVERSEH, the alliance will develop the research and innovation dimension. By creating a research policy roadmap for 2035 and a vision for 2050 within the space sector, the alliance expects to notably transform the future Space and New Space research landscape, as well to enhance the links between education and research.

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Dissemination level

PU	Public	X
CO	Confidential, only for members of the consortium	

Document History

Version	Date	Author	Partner	Summary of main changes
1	15/02/2022	Florence VOITIER-SIENZONIT	UT	Initial draft
2	21/02/2022	Laura FERSCHINGER Pascal MAUSSION	UDUS UT	WP leaders inputs
3	22/02/2022	Quality Assurance Committee	All partners	Quality Assurance Committee inputs
4	28/08/2022	Florence VOITIER-SIENZONIT	UT	Final version

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The Quality Assurance Process for Beyond UNIVERSEH has been drafted by the coordinator, with input from work package leaders. It has been discussed and amended during by the Quality Assurance Committee.

This deliverable is made up of two documents:

- the Beyond UNIVERSEH Quality Assurance Process – describing all the steps and people involved in the monitoring of quality in UNIVERSEH
- the Beyond UNIVERSEH Quality Monitoring Table – detailing 2 types of indicators:
 - Performance indicators - quantitative achievement of our objectives;
 - Quality indicators - quality of the project's achievements.

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Quality Assurance Process

Introduction

This document describes the roles and responsibilities of the various people within the UNIVERSEH alliance in charge of the quality assurance process, with the objective of monitoring the quantitative and qualitative implementation of the project activities, ensuring compliance with EU rules and with the global vision of the project.

This will enable the Alliance partners rely on data to constantly adapt the way they are working with an objective of enhancement.

The **Beyond UNIVERSEH Quality Monitoring table**, which is made up of the list of performance and quality indicators, is annexed to this **Beyond UNIVERSEH Quality Assurance Process**.

Quality Monitoring

See Annex 1 – Beyond UNIVERSEH Quality Monitoring table

Eight objectives have been defined by the Alliance for the project:

- The identification of the needs (present and future societal challenges) that space-related research can solve
- The identification of the barriers hampering research collaboration on space topics or hampering interdisciplinary research
- The elaboration of a UNIVERSEH research roadmap for 2035 – interdisciplinary, collaborative, innovative, scaling excellence by joining forces
- The elaboration of a UNIVERSEH vision for 2050
- The development of a virtual single lab and research community among the UNIVERSEH partners
- The reinforcement of the links between the UNIVERSEH research community and its economic ecosystem, focusing on industry-academia collaborations
- The reinforcement of the links between the UNIVERSEH research community and the citizens
- The sharing of the project results and the formulation of policy recommendations to improve research cooperation among European universities.

For each of these objectives, two types of indicators are established:

- **Performance indicators** aimed at measuring the quantitative achievement of our objectives;
- **Quality indicators** of indicators aimed at assessing the quality of the project's achievements.

For each indicator, either work package(s) leader(s) or governing bodies chairs are identified. They are responsible for collecting the data on an annual basis.

A **Beyond UNIVERSEH Quality Monitoring table** is proposed by the coordinator.

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The Quality Assurance Committee approves this **UNIVERSEH Quality Monitoring table**, according to the procedures set in its terms of reference. It may amend it at a later stage.

Quality Reports

The **Quality Reports** are established once a year:

- August 2022 (M12) for the period covering 01/09/2021 to 30/08/2022;
- August 2022 (M24) for the period covering 01/09/2022 to 30/08/2023;
- August 2023 (M36) for the period covering 01/09/2023 to 30/08/2024.

They are based on data selected from the **Quality Monitoring table** and contain the following sections (non-exhaustive list):

- Analysis of the indicators findings for each objective
- Comments and proposed correction measures from the Quality Assurance Committee
- Feedback from students
- Feedback from businesses involved

Once a year, each work package leader is responsible for collecting and collating, from all the project partners, the information necessary to monitor the indicators under their responsibility.

The coordinator establishes a draft report, based on the data collected, analysing the progress made at the Alliance level.

The Quality Assurance Committee reviews the draft report and includes feedback. If the quality level is not as expected, the committee suggests an Action Plan with corrective measures, a timeline and targets to review the implementation of the action plan).

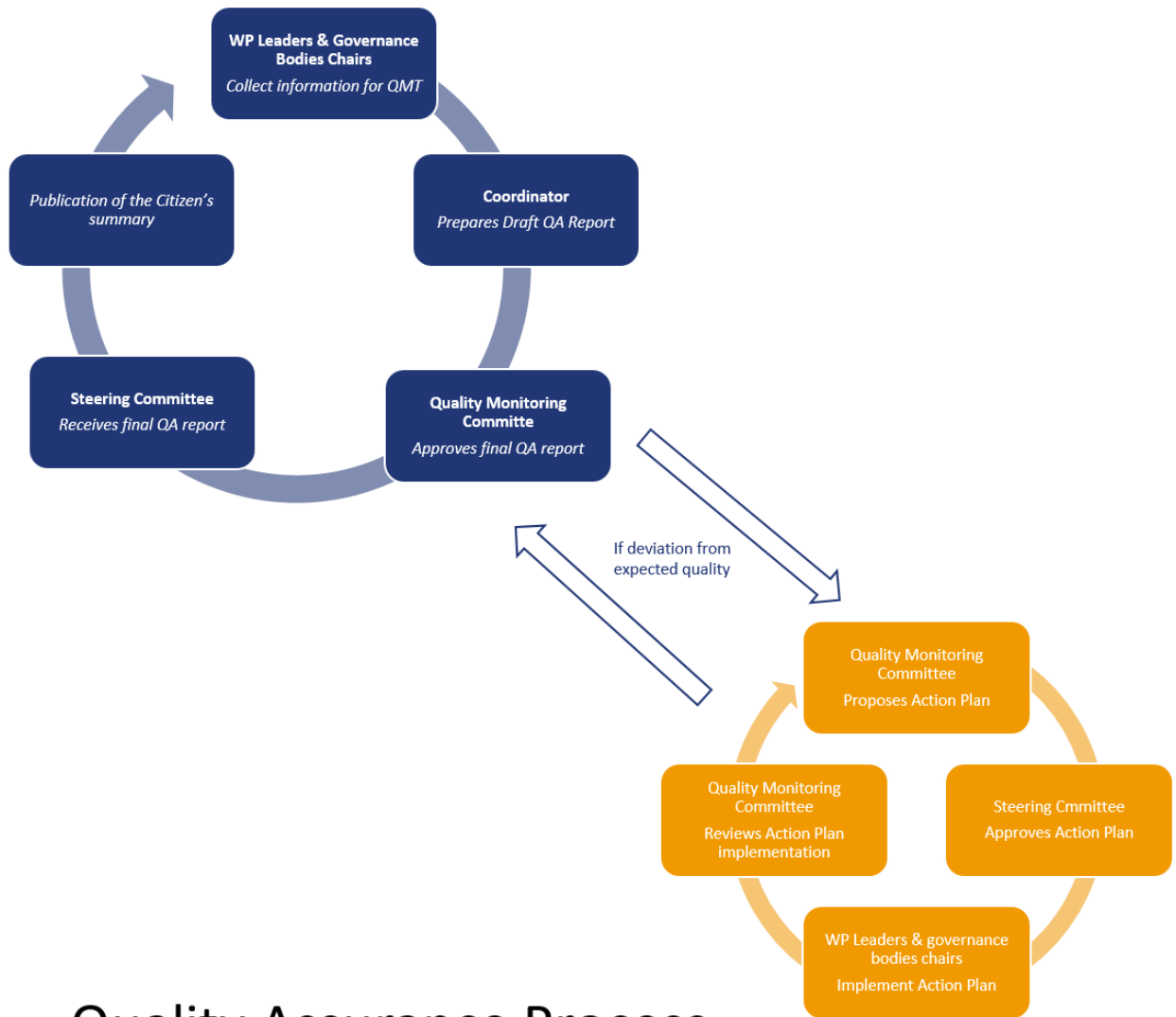
The final version of the **Quality Assurance Report** is approved by the Quality Assurance Committee and presented to the Steering Committee, which agrees on the implementation of the Action Plan.

Once the Quality Assurance Report is approved, a citizen summary is created, presenting the key figures of the report in one page, published on the project website.

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Quality Assurance Process

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Beyond UNIVERSEH Quality monitoring Introduction	
Purpose of the assurance quality monitoring	<ul style="list-style-type: none"> • Define the standards, criteria and quality indicators; • Set up the quality review processes; • Carry out self-evaluation procedures for the Alliance; • Plan and prepares of the activities related to monitoring and quality control; • Ensure compliance with the EU rules; • Ensure that the project takes into account the main European principle and strategies • Report to the Steering Committee on the situation in the field of quality, at least annually; • Check the quality of deliverables and consistency with the work plan and global vision of the project, the governing board giving the final approval.
Quality indicator	Tool to check whether we have done what we committed to in a sufficient way
Performance indicator	Tool to check the impact of our project
Gender 'mainstreaming'	Gender equality and the principle of non-discrimination are values the Union is founded on and which its members must respect (Articles 2 and 3 of the Treaty of functioning of the European Union). EU is also committed to ensuring that its core values are taken into account in the projects it supports. That is why through our quality process we ensure that the gender dimension is well addressed.
Domains adressed	The aim of this inidicator is to check that all domains adressed in our UNIVERSITY are adressed in our reasearch community
Means of dessimation	The aim of this indicator is to check whether we are fulfilling our mission as ambassadors by disseminating our achievements widely

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Beyond UNIVERSEH Quality monitoring

Beyond UNIVERSEH objectives		Performance indicators <i>How will we measure the achievement of our objectives?</i>	Quality Indicators <i>How will we assess the quality of our results?</i>	How will we progress after 3 years?
1	The identification of the needs (present and future societal challenges) that space-related research can solve	<ul style="list-style-type: none"> • Adoption of a report listing the needs • Number of workshops • Number of women/non binary people participating in the workshops • Number of stakeholders participating in the workshops • Number of students participating in the workshops • Number of needs identified through the workshops 	<ul style="list-style-type: none"> • Gender 'mainstreaming' Female/Male/non binary ratio • Ratio of researchers from different disciplines • Report to be shared (presented to the Advisory Board, Student Committee and validated by the Governing Board) • Number of people participating in the workshops • Geographical distribution of workshops participants : number of regions represented in the workshops • Means of dissemination of reports • Satisfaction survey sent to people who took part in the workshops • survey to assess the overall perception of the project before the workshops and after to assess the successful implementation of the project 	<ul style="list-style-type: none"> • Improve as per survey data • survey to assess the overall successful implementation of the project
2	The identification of the barriers hampering research collaboration on space topics or hampering interdisciplinary research	<ul style="list-style-type: none"> • Adoption of a report listing the objectives • Number of workshops • Number of people participating in the workshops • Number of women/non binary people participating in the workshops • Number of stakeholders participating in workshops • Number of students participating in workshops • Number of barriers identified through the workshops 	<ul style="list-style-type: none"> • Gender 'mainstreaming': Female/Male/non binary ratio • Ratio of researchers from different disciplines • Report to be shared (presented to the Advisory Board, Student Committee and validated by the Governing Board) • Number of people participating in the workshops • Geographical distribution of workshops participants : number of regions represented in the workshops • Means of dissemination of reports • Satisfaction survey sent to people who took part in the workshops • Survey to assess the overall perception of the project before the workshops and after to assess the successful implementation of the project 	<ul style="list-style-type: none"> • Improve as per survey data

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3	The elaboration of a UNIVERSEH research roadmap for 2035 – interdisciplinary, collaborative, innovative, scaling excellence by joining forces	<ul style="list-style-type: none"> • Adoption of the final document • Number of workshops • Number of people participating in the workshops • Number of women/non binary people participating in the workshops • Number of stakeholders participating in workshops • Number of students participating in workshops 	<ul style="list-style-type: none"> • Gender 'mainstreaming': Female/Male/non binary ratio • Ratio of researchers from different disciplines • Report to be shared (presented to the Advisory Board, Student Committee and validated by the Governing Board) • Number of people participating in the workshops • Geographical distribution of workshops participants: number of regions represented in the workshops • Means of dissemination of reports • Satisfaction survey sent to people who took part in the workshops • Survey to assess the overall perception of the project before the workshops and after to assess the successful implementation of the project 	<ul style="list-style-type: none"> • Improve as per survey data
4	The elaboration of a UNIVERSEH vision for 2050	<ul style="list-style-type: none"> • Adoption of the final document • Number of workshops • Number of people participating in the workshops • Number of women participating in the workshops • Number of stakeholders participating in workshops • Number of students participating in workshops 	<ul style="list-style-type: none"> • Gender 'mainstreaming': Female/Male/non binary ratio • Ratio of researchers from different disciplines • Report to be shared (presented to the Advisory Board, Student Committee and validated by the Governing Board) • Number of people participating in the workshops • Geographical distribution of workshops participants: number of regions represented in the workshops • Means of dissemination of reports • Satisfaction survey sent to people who took part in the workshops • Survey to assess the overall perception of the project before the workshops and after to assess the successful implementation of the project 	<ul style="list-style-type: none"> • Improve as per survey data

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5	The development of a virtual single lab and research community among the UNIVERSEH partners	<ul style="list-style-type: none"> • Number of infrastructures identified for common use • Total number of virtual resources available for the UNIVERSEH Research community • Number of workshops • Number of women included in the workshops • Number of students included in the workshops • Total number of individual using the common lab (virtual lab and facilities identified for common use) • Number of woman using the common lab (virtual lab and facilities identified for common use) • Number of students using the common lab (virtual lab and facilities identified for common use) • Total number of mobilities • Total number of student mobilities • Total number of teacher mobilities • Number of women researchers doing mobility • Number of applications to European and international call 	<ul style="list-style-type: none"> • Domains addressed in the common infrastructures identified • Geographical distribution of the identified infrastructures • Geographical distribution of the people having carried out mobilities • Geographical distribution of the people using the virtual resources • Gender ratio in the workshops and in the mobilities • Number of selected PAA applications / evaluators' report • Satisfaction questionnaires of people who participated in workshops • Questionnaires of female researchers who have done mobilities • Survey to assess the overall perception of the project before the workshops and after to assess the successful implementation of the project 	<ul style="list-style-type: none"> • Improve as per survey data • Increase in the number of applications for calls
6	The reinforcement of the links between the UNIVERSEH research community and its economic ecosystem, focusing on industry-academia collaborations	<ul style="list-style-type: none"> • Number of representatives of companies participating in workshops • Number of representatives of public bodies outside the ES participating in workshops • Number of researchers using the Virtual Space Centre • Size of companies participating in workshops and the VSC 	<ul style="list-style-type: none"> • Means of dissemination of deliverables (reports) • Ratio of women to men participating in workshops • Survey to assess the overall perception of the project before the workshops and after to assess the successful implementation of the project 	<ul style="list-style-type: none"> • number of businesses collaborating with the UNIVERSEH alliance increasing

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7	The reinforcement of the links between the UNIVERSEH research community and the citizens	<ul style="list-style-type: none"> • Number of events for citizens • Number of users of the Citizens UNIVERSEH platform • Number of citizens who attended the citizen project • Number of students participating in internships Total number of participants in science communication trainings 	<ul style="list-style-type: none"> • Feedback from the participants of the citizen project (satisfaction survey) • Average age of participants in citizen science project • Socio-professional category of participants in citizen science project • means of dissemination of reports/questionnaires • Gender ratio of doctoral students participating in workshops • Survey to assess the overall perception of the project before the workshops and after to assess the successful implementation of the project 	<ul style="list-style-type: none"> • increase in the number of UNIVERSEH citizen science projects • increase in the number of participants in citizen science projects • increase in number of PhD students trained in citizen science projects
8	The sharing of the project results and the formulation of policy recommendations to improve research cooperation among European universities.	<ul style="list-style-type: none"> • Number of companies identified as partners • Number of public persons identified as partners • Number of participants in meetings with other European universities • Number of contributions of the UNIVERSEH alliance to the joint work of ForEU1&2 to the EC 	<ul style="list-style-type: none"> Diversity of the type of legal entities to which the communication actions are addressed • Survey to assess the overall perception of the project before the workshops and after to assess the successful implementation of the project 	<ul style="list-style-type: none"> • increase in the number of collaborations between the UNIVERSEH alliance and external partners
<p>Note: This list of indicators is intended for the whole duration of the project and therefore, in line with the work plan proposed in the application, some of these indicators will only be relevant for Year 3 of the project. The target indicated are the ones set in the project proposal. The indicators are set at the Beyond UNIVERSEH Alliance level and aim at identifying the activities implemented by project partners and third parties in the framework of the agreed project proposal.</p>				

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Beyond UNIVERSEH Quality Assurance Performance indicators <i>How will we measure the achievement of our objectives?</i>		
Beyond UNIVERSEH objectives	Indicators	Who is responsible for data collection?
The identification of the needs (present and future societal challenges) that space-related research can solve	• Adoption of a report listing the needs	WP2 leader
	• Number of workshops	
	• Number of women/non binary people participating in the workshops	
	• Number of stakeholders participating in the workshops	
	• Number of students participating in the workshops	
	• Number of needs identified through the workshops	

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<p>The identification of the barriers hampering research collaboration on space topics or hampering interdisciplinary research</p>	<ul style="list-style-type: none"> • Adoption of a report listing the objectives 	<p>WP2 leader</p>
	<ul style="list-style-type: none"> • Number of workshops 	
	<ul style="list-style-type: none"> • Number of people participating in the workshops 	
	<ul style="list-style-type: none"> • Number of women/non binary participating in the workshops 	
	<ul style="list-style-type: none"> • Number of stakeholders participating in workshops 	
	<ul style="list-style-type: none"> • Number of students participating in workshops 	
	<ul style="list-style-type: none"> • Number of barriers identified through the workshops 	

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The elaboration of a UNIVERSEH research roadmap for 2035 – interdisciplinary, collaborative, innovative, scaling excellence by joining forces	· Adoption of the final document	WP2 leader
	· Number of workshops	
	· Number of people participating in the workshops	
	· Number of women/non binary participating in the workshops	
	· Number of stakeholders participating in workshops	
	· Number of students participating in workshops	
The elaboration of a UNIVERSEH vision for 2050	· Adoption of the final documents	WP2 leader
	· Number of workshops	
	· Number of people participating in the workshops	
	· Number of women/non binary participating in the workshops	
	· Number of stakeholders participating in workshops	
	· Number of students participating in workshops	
	· Number of needs identified through the workshops	

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<p>The development of a virtual single lab and research community among the UNIVERSEH partners</p>	<ul style="list-style-type: none"> - Number of infrastructures identified for common use 	<p>WP3 leader</p>
	<ul style="list-style-type: none"> - Total number of virtual resources available for the UNIVERSEH Research community 	
	<ul style="list-style-type: none"> - Number of workshops 	
	<ul style="list-style-type: none"> - Number of women/non binary included in the workshops 	
	<ul style="list-style-type: none"> - Number of students included in the workshops 	
	<ul style="list-style-type: none"> - Total number of individual using the common lab (virtual lab and facilities identified for common use) 	
	<ul style="list-style-type: none"> - Number of woman using the common lab (virtual lab and facilities identified for common use) 	
	<ul style="list-style-type: none"> - Number of students using the common lab (virtual lab and facilities identified for common use) 	
	<ul style="list-style-type: none"> - Total number of mobilities 	
	<ul style="list-style-type: none"> - Total number of PhD student mobilities 	
	<ul style="list-style-type: none"> - Total number of teacher mobilities 	
	<ul style="list-style-type: none"> - Number of women researchers doing mobility 	
	<ul style="list-style-type: none"> - Number of applications to European and international call 	

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The reinforcement of the links between the UNIVERSEH research community and its economic ecosystem, focusing on industry-academia collaborations	· Number of representatives of companies participating in workshops	WP4 leader
	· Number of representatives of public bodies outside the ES participating in workshops	
	· Number of researchers using the Virtual Space Centre	
	· Size of companies participating in workshops and the VSC	
The reinforcement of the links between the UNIVERSEH research community and the citizens	· Number of events for citizens	WP5 leader
	· Number of downloads of the Report on citizen science projects	
	· Number of citizens who attended the citizen project	
	· Number of PhD students participating in internships	
	· Number of female doctoral students participating in internships	
	· Total number of participants in science communication trainings	

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<p>The sharing of the project results and the formulation of policy recommendations to improve research cooperation among European universities.</p>	Number of companies identified as partners	<ul style="list-style-type: none"> • WP6 leader • People involved in For1&2 subgroups
	Number of public persons identified as partners	
	Number of participants in meetings with other European universities	
	Number of contributions of the UNIVERSEH alliance to the joint work of ForEU1&2 to the EC	

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Beyond UNIVERSEH Quality Assurance Quality indicators <i>How will we assess the quality of our results?</i>		
Beyond UNIVERSEH objectives	Indicators	Who is responsible for data collection?
The identification of the needs (present and future societal challenges) that space-related research can solve	· Gender ‘mainstreaming’: Female/Male/non binary ratio	WP2 Leader
	· Ratio of researchers from different disciplines	
	· Report to be shared (presented to the Advisory Board, Student Committee and validated by the Governing Board)	
	· Number of people participating in the workshops	
	· Geographical distribution of workshops participants: number of regions represented in the workshops	
	· Means of dissemination of reports	
	· Satisfaction survey sent to people who took part in the workshops	
	· Survey to assess the overall perception of the project before the workshops and after to assess the successful implementation of the project	All WP Leaders + Advisory board+Student Council

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<p>The identification of the barriers hampering research collaboration on space topics or hampering interdisciplinary research</p>	<ul style="list-style-type: none"> Gender 'mainstreaming': Female/Male/non binary ratio 	<p>WP2 Leader</p>
	<ul style="list-style-type: none"> Ratio of researchers from different disciplines 	
	<ul style="list-style-type: none"> Report to be shared (presented to the Advisory Board, Student Committee and validated by the Governing Board) 	
	<ul style="list-style-type: none"> Number of people participating in the workshops 	
	<ul style="list-style-type: none"> Geographical distribution of workshops participants: number of regions represented in the workshops 	
	<ul style="list-style-type: none"> Means of dissemination of reports 	
	<ul style="list-style-type: none"> Satisfaction survey sent to people who took part in the workshops 	
	<ul style="list-style-type: none"> Survey to assess the overall perception of the project before the workshops and after to assess the successful implementation of the project 	<p>All WP Leaders + Advisory board+Student Council</p>

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<p>The elaboration of a UNIVERSEH research roadmap for 2035 – interdisciplinary, collaborative, innovative, scaling excellence by joining forces</p>	<ul style="list-style-type: none"> Gender ‘mainstreaming’: Female/Male/non binary ratio 	<p>WP2 Leader</p>
	<ul style="list-style-type: none"> Ratio of researchers from different disciplines 	
	<ul style="list-style-type: none"> Report to be shared (presented to the Advisory Board, Student Committee and validated by the Governing Board) 	
	<ul style="list-style-type: none"> Number of people participating in the workshops 	
	<ul style="list-style-type: none"> Geographical distribution of workshops participants: number of regions represented in the workshops 	
	<ul style="list-style-type: none"> Means of dissemination of reports 	
	<ul style="list-style-type: none"> Satisfaction survey sent to people who took part in the workshops 	<p>All WP Leaders + Advisory board+Student Council</p>
<ul style="list-style-type: none"> Survey to assess the overall perception of the project before the workshops and after to assess the successful implementation of the project 		

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The elaboration of a UNIVERSEH vision for 2050	· Gender 'mainstreaming': Female/Male/non binary ratio	WP2 Leader
	· Ratio of researchers from different disciplines	
	· Report to be shared (presented to the Advisory Board, Student Committee and validated by the Governing Board)	
	· Number of people participating in the workshops	
	· Geographical distribution of workshops participants: number of regions represented in the workshops	
	· Means of dissemination of reports	
	· Satisfaction survey sent to people who took part in the workshops	
· Survey to assess the overall perception of the project before the workshops and after to assess the successful implementation of the project	All WP Leaders + Advisory board+Student Council	

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<p>The development of a virtual single lab and research community among the UNIVERSEH partners</p>	<p>Domains addressed in the common infrastructures identified</p>	<p>WP3 Leader</p>
	<p>Geographical distribution of the identified infrastructures</p>	
	<p>Geographical distribution of the people having carried out mobilities</p>	
	<p>Geographical distribution of the people using the virtual resources</p>	
	<p>Gender ratio in the workshops and in the mobilities</p>	
	<p>Number of selected PAA applications / evaluators' report</p>	
	<p>Satisfaction questionnaires of people who participated in workshops</p>	
	<p>Questionnaires of female researchers who have done mobilities</p>	<p>All WP Leaders + Advisory board+Student Council</p>
<p>Survey to assess the overall perception of the project before the workshops and after to assess the successful implementation of the project</p>		

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<p>The reinforcement of the links between the UNIVERSEH research community and its economic ecosystem, focusing on industry-academia collaborations</p>	<p>(reports)</p> <ul style="list-style-type: none"> Means of dissemination of deliverables 	<p>WP4 Leader</p>
	<p>workshops</p> <ul style="list-style-type: none"> Ratio of women to men participating in 	
	<p>Survey to assess the overall perception of the project before the workshops and after to assess the successful implementation of the project</p>	<p>All WP Leaders + Advisory board+ Student Council</p>
<p>The reinforcement of the links between the UNIVERSEH research community and the citizens</p>	<p>Feedback from the participants of the citizen project (satisfaction survey)</p>	<p>WP5 Leader</p>

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	Average age of participants in citizen science project	
	Socio-professional category of participants in citizen science project	
	Means of dissemination of reports/questionnaires	
	Gender ratio of doctoral students participating in workshops	
	Survey to assess the overall perception of the project before the workshops and after to assess the successful implementation of the project	All WP Leaders + Advisory board+ Student Council
The sharing of the project results and the formulation of policy recommendations to improve research cooperation among European universities.	Diversity of the type of legal entities to which the communication actions are addressed	WP6 Leader

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Survey to assess the overall perception of the project before the workshops and after to assess the successful implementation of the project

All WP Leaders + Advisory board+ Student Council

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