Entrepreneurial skills for a modern education in Albania - EntraAL

WP3. DEVELOPMENT
Designing of training courses and integration
to the TEAVET and U3M-AL Centres

Deliverable 3.2.

Integration of the entrepreneurship courses to the existing TEAVET and U3M-AL Centres in Albanian Universities

Aleksandër Moisiu University Durrës, Albania

Date 30.05.2021

Co-funded by the
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This report has been written with the participation of:

Dr. Alketa Dumani

Prof. Dr. Kseanela Sotirofski

Dr. Olta Nexhipi

Dr. Oliana Sula

Msc. Besiana Elezi

Aleksandër Moisiu University Durrës, Albania

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D.3.2. INTEGRATION OF ENTREPRENEURSHIP COURSES TO THE EXISTING LLL CENTRES IN ALBANIAN UNIVERSITIES

WP3. Designing of training courses and integration to the TEAVET and U3M-AL Centres.
Lead Organisation: University of León (P2)

The work package is developed in three phases and deliverables:
● D.3.1. Designing the entrepreneurship courses (3 modules): 1) development of entrepreneurial mind-set for pre-university teachers, 2) entrepreneurship for university teachers, and 3) entrepreneurships for university students.
● D.3.2. Integrating the courses to the existing TEAVET and U3M-AL Centres in Albanian universities.
● D.3.2. Creation of an Albanian Entrepreneurship Network.

The aim of deliverable D.3.1. is to present a comprehensive Working Plan for implementing new courses on entrepreneurship for university teachers, pre-university teachers and university students, and to identify the complementary equipment that is necessary to be bought for successful implementation of activities. This working plan considers:

1) LLL Centre positioning in the university as entrepreneurship education provider,

2) products or services linked to concrete activities to meet entrepreneurship LLL education needs,

3) complementary equipment needed, the need it covers, under with activity will it be used and where will it be installed. ONLY the following items relevant to entrepreneurship can be bought:

● laptops
● flipcharts
● mics
● sound system
● camera
● Internet server

4) dissemination strategies, and

5) quality assurance procedures to comply with MoESY goals.

ABOUT THE EQUIPMENT PURCHASE: Equipment purchase is managed by the coordinator (University of Turku) and the co-coordinator (University of Vlora) that will assist the coordinator for monitoring the equipment purchase and will take care of the onsite visits to verify that the equipment follows the requirements of the European Commission. The equipment will be bought at the latest by 31.11.2021.

Deadline for sending this report: 31.05.2021 – to Google Drive (3.2)

1.   LLL CENTRE LOCATION AND POSITIONING

1.1.   State the name, address of the Centre, contact information (*email address, cell phone number, or a link to the LLL center website*) and structure of the centre

Name: Life Long Learning Centre (Centre of continuing education)
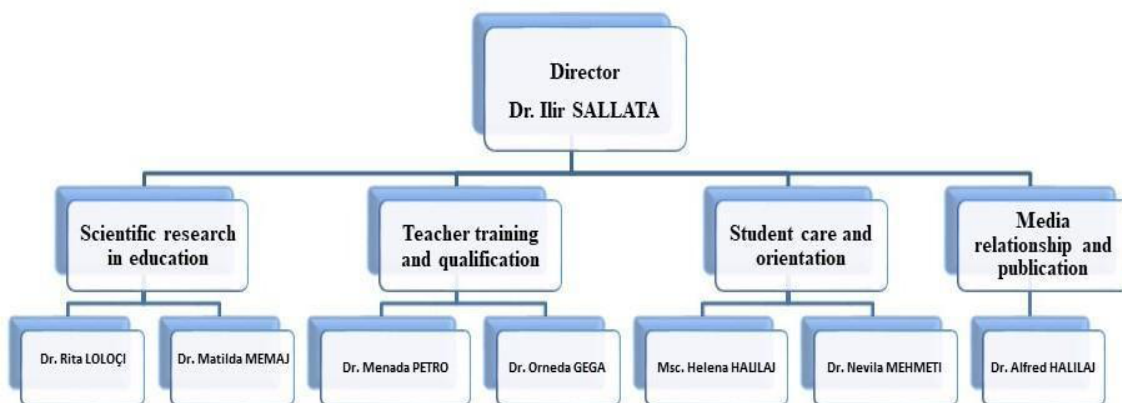Address: Aleksandër Moisiu University Durrës
 Faculty of Education
 New Campus, Rr. Miqësia, Spitallë, Durrës
Contact information: Dr. Ilir Sallata & Dr. Menada Petro
    lll.centre.uamd@gmail.com; cell phone: +355692488208;

    https://www.uamd.edu.al/index.php/sq/qendra-per-edukim-te-vazhdueshem

1.2.   Explain the situation of the LLL Centre in the university organigram and the resources allocated

(Situation in the university organigram and resources currently allocated to run and maintain the Centre during the project and after) (aprox. 200 words)

Aleksandër Moisiu University Durrës and the Faculty of Education at this university, in support of Law no. 80/2015 "On Higher Education and Research in the Institutions of Higher Education in the Republic of Albania", Chapter III, Article 26, other legal acts related to Higher Education in the Republic of Albania, the Statute and the Regulation of UAMD, the Faculty of Education has established the LLL Center for more than 6 years. Although new in its operation, it has been filled with qualified academic staff. The LLL Center is a unique core unit in the academic structure of Aleksandër Moisiu University Durrës and it is part of the Faculty of Education. This center is under the responsibility of the Dean of the Faculty of Education.

LLL Center develops its work by extending it to 3 main lines such as scientific research in education, training and professional qualification of teachers of the pre-university system, care and orientation of students, but also 1 support line such as media relations and publications.

Its academic staff consists of 8 well-qualified members with scientific degrees as well as trained members of the TEAVET project team. However, the center does not function separately from the Faculty, it has cooperative relations with all the staff of the Faculty of Education and all its departments, as well as with other faculties within UAMD.

The LLL Center has been providing "Continuing Education" Master of Science program for about 5 years, and training for teachers belonging to pre-university system, based on the modules developed by the academic staff of the Faculty on Education.

The Center offers studies of the second cycle study programs throughout teaching plans, curricula, qualification courses and accredited training modules; it enables professional training for individuals, institutions or organizations interested in this field such as educational policies and legislation, social education through schools as community centers, contemporary teaching models, assessment of competences of teachers and pupils, identification, prevention and intervention in problematic behavior of teenagers, code of ethics, human rights and the role of the school, communication with pupils , etc.

In addition to this center, UAMD and the Faculty of Education with all its study programs as well as the impetuous projects and various activities that it provides, including various courses, offers all the capabilities of life long learning

16 modules designed and accredited during the TEAVET project have been added to the previous trainings of the center. The continuation of these trainings even after the completion of the project, was approved by the Board of Administration at UAMD. Thus the trainings resumed in March 2021 and so far 272 teachers have been trained.

1.3. Explain the potential of the LLL Centre as a provider for entrepreneurship education

(The positioning and potential of the LLL Center in the university, and at regional and national level, as entrepreneurship education provider) (aprox. 200 words)

In the framework of teacher development, the center organizes every year the teachers' forum with their challenges and problems in the pre-university education system. Their works are published in the annual bulletin with ISBN and distributed to school libraries, education directorates and the university.

UAMD has also signed an agreement with the School of Principals, which is in its third generation and the staff of the center, together with a part of the staff of the Faculty of Education, provide training for school principals and all those who aspire to become school principals in the pre-university system. In the second generation, 54 directors and aspirants were trained for 9 months from all over the region of Durres, including Kruje, Fushkruje, Durres, Golem, Rrogozhina, Kavaja. While in the 3rd generation 54 principals and other aspirants are currently being trained who besides Durres work in the pre-university system in Diber, Mirdita, Permet, Roskovec, Bulqize, Skrapar, Divjake, Mallakaster, Vlora, Himara, etc.

In conclusion we can say that the Master Studies in "Continuing Education" enable the staff of the center to maintain and strengthen relationships with students who complete a bachelor's degree in teaching, but also those who work and want to develop a master program. Trainings for teachers maintain constant relationships and contacts with teachers in the pre-university system and the school of principals helps it to expand and develop relationships in other regions of Albania, from north to south by helping to network the services it offers.

2. LLL CENTRE WORKING PLAN WITHIN EntrAL PROJECT

Describe the working plan to be implemented by the LLL Centre of the Albanian university under EntraAL Project. The working plan is based on concrete tables of

products or services delivered by the LLL Centre and the corresponding activities to be developed within this product/service.

1	**Product/service**	Entrepreneurship modules for pre-university teachers	
Description		Pre-university teachers will be trained on entrepreneurial education and competencies.	
Needs to be covered		● New entrepreneurial methodology in teaching ● Trainings on entrepreneurship concept due to the lack of knowledge ● Developing new entrepreneurial skills	
Activities to be developed		1.1	Module Designing
		1.2	Module testing and approval
		1.3	Publication of module information
		1.4	Trainees' registration
		1.5	Organization of training
		1.6	Measuring training achievements
Responsible of the product/service and other staff involved		● Dean of Faculty of Education ● Trainers ● LLL Centre staff	
Target groups		● School Directors ● Enrolled pre-university teachers ● Enrolled other stakeholders	
Complementary equipment needed (to be bought) and location *(Specify Devices, Model, Brand & Quantity and place where will be installed)*		● 2 Laptops basic	
Data and indicators of achievement (to cover the identified needs)		● The number of the participants ● Their feedback ● The report of the Trainers	

2	Product/service	Entrepreneurship modules for university teachers	
Description		University teachers will be trained on entrepreneurial education and competencies. Also they will be trained on new methodologies that support entrepreneurial initiatives of students.	
Needs to be covered		● New methodologies that support entrepreneurial initiatives of students ● Trainings on entrepreneurship concept due to the lack of Knowledge ● Developing new entrepreneurial skills	
Activities to be developed		2.1	Module Designing
		2.2	Module testing and approval
		2.3	Publication of module information
		2.4	Trainees' registration
		2.5	Organization of training
		2.6	Measuring training achievements
Responsible of the product/service and other staff involved		● Dean of Faculty of Education ● Trainers ● LLL Centre staff	
Target groups		Academic staff of the Faculty of Education	
Complementary equipment needed (to be bought) and location *(Specify Devices, Model, Brand & Quantity and place where will be installed)*		● 2 Laptops basic	
Data and indicators of achievement (to cover the identified needs)		● The number of the participants ● Their feedback ● The report of the Trainers	

3	Product/service	Entrepreneurship modules for university students	
Description		Students will be trained on modules to develop entrepreneurial education competencies and skills.	
Needs to be covered		● Training for students to expand knowledge on entrepreneurship and to develop an entrepreneurial mind-set; ● Support and motivate students for entrepreneurial initiatives and ideas; ● Direct students on applying entrepreneurial contemporary practices.	
Activities to be developed		3.1	Module Designing
		3.2	Module testing and approval
		3.3	Publication of module information
		3.4	Trainees' registration
		3.5	Organization of training
		3.6	Measuring training achievements
Responsible of the product/service and other staff involved		● Dean of Faculty of Education ● Trainers ● LLL Centre staff	
Target groups		University students	
Complementary equipment needed (to be bought) and location *(Specify Devices, Model, Brand & Quantity and place where will be installed)*		● 2 Laptops basic	
Data and indicators of achievement (to cover the identified needs)		● The number of the participants ● Their feedback ● The report of the Trainers	

4	**Product/service**	Counseling on Entrepreneurship with students of the Faculty of Education
Description		Meetings with students of the Faculty of Education and counselling them on their entrepreneurial mind-set; Advisory meetings with entrepreneurs.
Needs to be covered		● Students' need for consultations and orientations; ● Encourage and support them to take initiatives; ● Help the students to built networks with entrepreneurs; ● Facilitate the process of adapting to the demands of the labor market
Activities to be developed	4.1	Access to the centre and its equipment under the professors supervision
	4.2	Discussion sessions
	4.3	Creating a student network for LLL centre
	4.4	Counselling students on Entrepreneurship
	4.5	Sharing good practices
Responsible of the product/service and other staff involved		● Academic staff of Faculty of Education ● Academic staff of Faculty of Business ● Trainers ● LLL Centre staff
Target groups		University students
Complementary equipment needed (to be bought) and location *(Specify Devices, Model, Brand & Quantity and place where will be installed)*		● 1 Laptop basic ● 1 Sound system ● 1 Microphone
Data and indicators of achievement (to cover the identified needs)		● The number of the participants ● Their feedback ● The report of the LLL Centre

5	**Product/service**	Web page development of the LLL Centre https://www.uamd.edu.al/index.php/sq/qendra-per-edukim-te-vazhdueshem/
Description		The web page of the centre is already part of the university web page and it offers all the necessary information for teachers and other stakeholders that are interested in our training modules and other activities. The web page shows the list of services offered by the centre, trainers curriculum, contacts, access in Moodle system or other platforms to be used, academic staff, etc. Furthermore it will be developed and there will be added the new courses on Entrepreneurship.
Needs to be covered		● Online notification ● Schedule of training offered ● Information about Credits for each module of training ● Timetable of services
Activities to be developed	5.1	Developing the website by adding the new Entrepreneurship modules and offering all the necessary information and access to these new modules of training;
	5.2	Publishing photos and videos from the ongoing trainings;
	5.3	Publishing information about trainers;
	5.4	Publishing additional information: contacts, timetables, email addresses, schedules, planned information sessions, etc
Responsible of the product/service and other staff involved		Xhafer Rakipllari (Director of Administration and Academic Services)
Target groups		● Teachers, ● Academics, ● Students (teachers to be), ● School directors, etc.
Complementary equipment needed (to be bought) and location *(Specify Devices, Model, Brand & Quantity and place where will be installed)*		● 1 Internet server
Data and indicators of achievement (to cover the identified needs)		● Number of applicants for Entrepreneurship modules ● Number of webpage visitors

6	Product/service	Improvement of information access via internet
Description		LLL centre offers free Internet access through computers, tablets and laptops for trainers and trainees.
Needs to be covered		● Online registration and ASCAP, RED, etc. web page access; ● Guidance for students to enable quick access to relevant information; ● Guidance for task research preparation; ● Finding digital tools online.
Activities to be developed	6.1	Instructional meetings
	6.2	Continuous supervision of their work in the center
Responsible of the product/service and other staff involved		● Academic staff of Faculty of Education ● Trainers ● Other LLL Centre staff
Target groups		● Teachers, ● Academics, ● Students (teachers to be), ● School directors, etc.
Complementary equipment needed (to be bought) and location *(Specify Devices, Model, Brand & Quantity and place where will be installed)*		● 3 Laptops basic
Data and indicators of achievement (to cover the identified needs)		• Number of accesses on the webpage of the LLL Centre

7	**Product/service**	Updating the database for trained teachers and students
Description		Updating and maintaining the database for all trained teachers and students in the LLL Centre.
Needs to be covered		● Gathering information of the trained teachers and their trainings; ● Gathering information of the trained students; ● Easing the identification of teachers' and students' needs, for reports related to trainings or studies related to them; ● Gathering and reflecting information of the LLL Centre activities.
Activities to be developed	7.1	Creating the database;
	7.2	Updating it;
Responsible of the product/service and other staff involved		● Academic staff of LLL Centre ● IT specialists
Target groups		All beneficiaries
Complementary equipment needed (to be bought) and location *(Specify Devices, Model, Brand & Quantity and place where will be installed)*		● 1 Flip chart
Data and indicators of achievement (to cover the identified needs)		● Database accuracy ● Feedback from beneficiaries

8	Product/service	Information and Cooperation Meetings
Description		A meeting with staff university, representatives of Regional Education Directorate (RED), Regional Directory of Pre-University Education, Durres Municipality, Labour Office and Chamber of Commerce and Industry to inform them on the activities held during the academic year and to foster the collaboration among partners.
Needs to be covered		Dissemination of the LLL center activities on Entrepreneurship
Activities to be developed	8.1	Inform the academic staff, the representatives of other institutions with the results of the project
	8.2	Inform the participants on the interest and results of the training
	8.3	Inform the participants on the on-going activities of the LLL Centre
	8.4	Discussions and feedback
Responsible of the product/service and other staff involved		● Dean of the Faculty of Education ● Academic staff of LLL Centre ● Trainers
Target groups		● Academic staff ● RED representatives, ● High schools representatives, ● Labour Office representatives, ● Chamber of Commerce representatives, ● Education sector representatives in the Municipality of Durres
Complementary equipment needed (to be bought) and location *(Specify Devices, Model, Brand & Quantity and place where will be installed)*		● 1 Flipchart ● 1 Sound system ● 1 Microphone ● 1 Camera
Data and indicators of achievement (to cover the identified needs)		● The number of the participants ● Their feedback

3. DISSEMINATION AND QUALITY ASSURANCE

3.1. Describe the dissemination strategies of the LLL Centre as provider of *entrepreneurship* education (to pre-university teachers, university teachers and university students).

At the beginning, project website and social network sites (Facebook, LinkedIn, and YouTube) are developed to make the project visible in social networks and the information will be regularly updated during the span of the project.

Dissemination of results is an integral part of ENTRAL project throughout its lifetime: during the project, and even after European funding has ended.

●   contacting relevant media e.g. at the local or regional level, conducting regular activities such as trainings, study visits, mobilities at partner universities, assessing the impact on target groups, involving other stakeholders (representatives from RED, Durres Municipality, Durres Chamber of Commerce and Industry, Labour Office, etc.) in transferring results to end users/new areas/policies;

●   organizing round tables and seminars with local educational community and authorities, and other relevant stakeholders;

●   continuing further dissemination, developing ideas for future cooperation; evaluating achievements and impact, contacting policy-makers if relevant.

Promotional videos and activities as part of the Dissemination Plan of the LLL Centre:

●   Videos: Advertising videos will be created and published to promote LLL Centre's activities and services offered.

●   Newsletters: It will improve the dissemination of information regarding the project objectives. They will be produced and circulated appropriately every six months and they will consist of brief articles and updates about the project progress. The staff of LLL Centre will distribute the newsletters to their contacts who may be interested in the services offered by the Centre. Each issue will be published on the website, and announced through social media channels for further dissemination.

3.2.   Describe the quality assurance procedures of the LLL Centre.

The Internal Quality Assurance Unit (IQAU) is a structure responsible for drafting policies and procedures for internal quality assurance, implementation and continuous improvement of the quality system in UAMD, based on state quality standards (Quality Code in Higher Education) and European guidelines for quality assurance in the European Higher Education Area. The mission of this unit is to guarantee the implementation of procedures approved by the governing bodies through the control and evaluation of the teaching process in terms of teaching and activities related to it.

Other responsible bodies:
●   Dean of Faculty of Education;
●   Academic Staff of Faculty of Education;
●   Trainers;
●   LLL Centre Staff.

Methods for quality assurance are as follows:
●   Transmitting the modules with responsibility and professionalism;
●   Receiving feedback from trainees for trainers and module materials;

- Reporting by the trainer after each module;
- Continuous update of modules with new information.

Annex

The equipment required for each activity is listed in #1. According to the approved guidelines of the consortium, this annex includes the list of the items to be considered in the TENDER of the project. The other items listed in #1 can be provided by the university.

UNIVERSITY "Alekdander Moisiu" Durres		unit	Quantity	price All	price euro	total leke	total euro
1	laptop basic	unit	10	110,000.00	887.10	1,100,000.00	8,870.97
2	flipchart	unit	2	17,000.00	137.10	34,000.00	274.19
3	sound system	unit	2	77,000.00	620.97	154,000.00	1,241.94
4	mics	unit	2	15,000.00	120.97	30,000.00	241.94
5	camera	unit	1	62,000.00	500.00	62,000.00	500.00
6	Internet server	unit	1	320,000.00	2,580.65	320,000.00	2,580.65
	Total (<=14.000€)					1,700,000.00	13,709.68