



Entrepreneurial skills for a modern education in Albania - EntrAL

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

University of Elbasan "Aleksandër Xhuvani", Albania

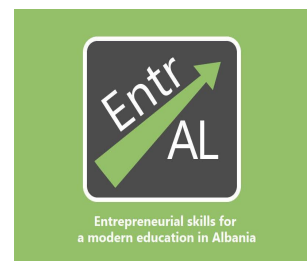
Date 31.05.2021



Co-funded by the
Erasmus+ Programme
of the European Union

"Entrepreneurial skills for a modern education in Albania – EntraAL" project is organised
Key Action 2 – Capacity Building in the field of Higher Education 2020
Project Reference: 617886-EPP-1-2020-1-FI-EPPKA2-CBHE-SP

This publication reflects the views only of the authors, and the Commission cannot be held responsible for any use
which may be made of the information contained therein.



This report has been written with the participation of:

Skender Topi

University of Elbasan "ALEksandër Xhuvani", Albania

Imelda Sejdini

University of Elbasan "ALEksandër Xhuvani", Albania

Albana Madhi

University of Elbasan "ALEksandër Xhuvani", Albania

Alketa Vangjeli

University of Elbasan "ALEksandër Xhuvani", Albania

Ina Sejdini

University of Elbasan "ALEksandër Xhuvani", Albania

Eda Cela

University of Elbasan "ALEksandër Xhuvani", 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) entrepreneurship 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 which 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

LLL Centre

Library Building, Second floor
University of Elbasan "Aleksandër Xhuvani"
Rruga: Ismail Zyma,
Elbasan, Albania

Contact person: **Eris Ibershimi**
Email: eris.ibershimi@uniel.edu.al
Mob. 00355695584289

Web. <https://uniel.edu.al/lll-centre-ue/rreth-nesh>

Msc.Eris Ibershimi is assigned by Rectors Order. No.77 dt.05.04.2019 as the responsible person for the centre, affiliated to the Coordination sector, on Rectors Dependence.

Main staff involved with the centre activities and trainings:

Prof.Dr.Skender Topi
Prof.as.Dr. Imelda Sejdini
Prof.as.Dr.Alketa Vangjeli
Dr.Albana Madhi
Dr.Ina Sejdini
Msc.Eda Cela

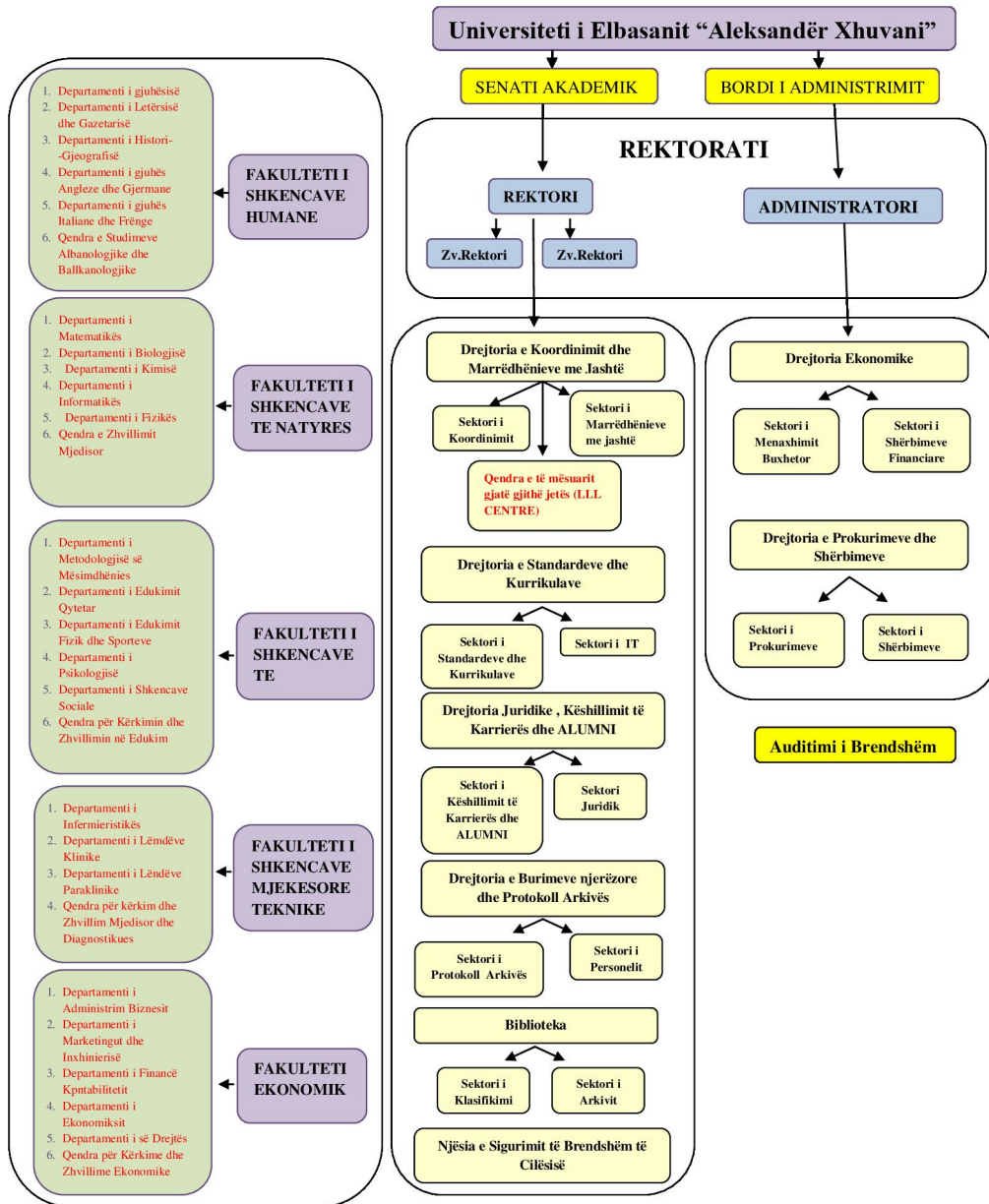
Other academic staff will be assigned for the academic activities of the LLL Centre, according to the modules thematic fields, along with the existing trainers for TEAVET modules.

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)

In the University organigram the Centre is affiliated to the Directorate of Coordination and International relations as a separate unit, depending directly from the Rector in hierarchical level.

Organogram of the University of Elbasan “Aleksandër Xhuvani”



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)

The LLL Centre is part of our University Organogram and the activities performed by the centre are usfull to all the faculties of our university. Physical Infrastructure, location and equipment of the LLL Centre are well defined and strategical to the best access for the courses. The space used fot the LLL Centre meets all the parameters for the

required activity, including individual working space, group working space and functional space for printing and photocopying (166m²). Qualified academic, administrative and technical staff is engaged with the activities of the LLL centre within TEAVET project and additional staff is going to be engaged within EntraAL project, according to the modules on entrepreneurship education we are going to offer. LLL Centre meets the requirements of the Institute of Education Development (IED) from the MoESY in Albania and is the only public structure offering trainings for teachers on entrepreneurship education in Elbasani Region.

Training courses since the beginning attracted the interest of many teachers in our town. At our university, we had a very good participation of teachers in all the courses offered within TEAVET project and they have shown interest in attending new topic courses our LLL Centre is going to offer.

2. LLL CENTRE WORKING PLAN WITHIN EntraAL 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	Web page of the LLL Centre improvement https://uniel.edu.al/lll-centre-ue/rreth-nesh
Description	The web page of the centre which actually is part of the university web page, will offer all the necessary information for teachers and other stakeholders that are interested in our training modules, including the new modules on entrepreneurial education we will offer. The main page will show a summary of both TEAVET and EntraAL projects and will contain subpages, the list of services offered by the centre, trainers curriculum, contacts, access in platforms to be used, etc. It will provide direct access for registration to the web page of ASCAP: https://trajnime.arsimi.gov.al/ and access to TEAVET Project web page: https://teavet.org/ , as well as to EntraAL web page: https://entraltheproject.eu/focus-on-your-future/	
Needs to be covered	<ul style="list-style-type: none"> ● Online notifications for the LLL centre activities ● Schedule of trainings offered ● Information about modules and Credits for each module of training ● Internet access to search best teacher practices ● Online platform access ● ASCAP website access in order to facilitate the registration 	
Activities to be developed	1.1	Improving the website according to teacher needs, in order to offer them the necessary information and access to all the modules of training.
	1.2	Creating facilities of information through other links and moodle platform access.
	1.3	Publishing photos and videos from the ongoing trainings;

	1.4	Publishing information about trainers, according to people assigned by each university
	1.5	<i>Publishing additional information: contacts, timetables, email addresses, schedules, planned information sessions, etc</i>
Responsible of the product/service and other staff involved	Eda Çela, Eris Ibërshimi, Indrit Shkupi, Erind Bedalli, Imelda Sejдини	
Target groups	Teachers, Academics, Students (teachers to be), School directors, etc.	
Complementary equipment needed (to be bought) and location <i>(Specify Devices, Model, Brand & Quantity and place where will be installed)</i>	<ul style="list-style-type: none"> ● Laptops specified by AKSHI specifications for 2021 ● Flipcharts ● Sound system ● Mics ● Camera ● Internet server 	
Data and indicators of achievement (to cover the identified needs)	<ul style="list-style-type: none"> ● Number of applicants for each module ● Number of registered members in the online platform 	

2	Product/service	Information access through internet
Description	LLL centre offers free Internet access through computers, tablets and laptops for trainers and trainees.	
Needs to be covered	<ul style="list-style-type: none"> ● Access to ASCAP web page and online registration of trainees; ● Information research for homework preparation; ● Online platform access and registering in different training courses; ● Possibility to find digital tools online. 	
Activities to be developed	1.1	Online platform installation in the server of LLL centre
	1.2	Preparing a guide how to access the platform
	1.3	Designing a regulation of internet access
Responsible of the product/service and other staff involved	Trainers of the new modules Eris Ibërshimi, Indrit Shkupi	
Target groups	Teachers, Academics, Students (teachers to be), School directors, etc.	
Complementary equipment needed (to be bought) and location <i>(Specify Devices, Model, Brand & Quantity and place where will be installed)</i>	<ul style="list-style-type: none"> ● Laptops specified by AKSHI specifications for 2021 ● Flipcharts ● Sound system ● Mics ● Camera ● Internet server 	

Data and indicators of achievement (to cover the identified needs)	<ul style="list-style-type: none"> • Number of accesses to Internet • Number of registered members in the online platform
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3	Product/service	Accredited modules for new trainings on entrepreneurship
Description		Preparation of the documents and all materials for the accreditation of the new modules on entrepreneurial education, in order to be within the required standards of qualification.
Needs to be covered		<ul style="list-style-type: none"> • Research for materials for the modules content; • Preparation of the documents for the accreditation process.
Activities to be developed		2.1 Contacts with the IED representative;
		2.2 Gathering the material for the modules;
		2.3 Gathering and preparation of all the documents in the appropriate format;
		2.4 Application to IED/ MoES for the accreditation of new modules
		(Add lines as necessary)
Responsible of the product/service and other staff involved		Eris Ibërshimi, Eda Cela Imelda Sejдини, Albana Madhi, Alketa Vangjeli, Ina Sejдини
Target groups		IED representatives, Accreditation commission.
Complementary equipment needed (to be bought) and location <i>(Specify Devices, Model, Brand & Quantity and place where will be installed)</i>		<ul style="list-style-type: none"> • Laptops specified by AKSHI specifications for 2021 • Flipcharts • Mics • Sound system • Camera • Internet server
Data and indicators of achievement (to cover the identified needs)		<ul style="list-style-type: none"> • Research of materials for the new modules content in order to design the appropriate modules; • Preparation of the documents for the accreditation process.

4	Product/service	Teachers Training
Description		Teachers Training for modules on entrepreneurship education

Needs to be covered	<p>Teachers Training on entrepreneurial skills for a modern education in Albania. Learners will have the opportunity to identify their own personal goals, and this centre will give them the necessary support to achieve them, work individually and in groups, and learn at a pace which suits their most.</p> <p>The promotion of credits recognition is needed in order to have more applications for the trainings.</p>	
Activities to be developed	2.1	Enrol on the online platform
	2.2	Organise training for new modules
	2.3	Preparation of training materials
Responsible of the product/service and other staff involved	<p>Imelda Sejdini, Albana Madhi, Alketa Vangjeli, Ina Sejdini Eris Ibërshimi, Erind Bedalli, Indrit Shkupi</p>	
Target groups	<ul style="list-style-type: none"> ● Teachers enrolled; ● Other stakeholders enrolled. 	
Complementary equipment needed (to be bought) and location <i>(Specify Devices, Model, Brand & Quantity and place where will be installed)</i>	<ul style="list-style-type: none"> ● Laptops specified by AKSHI specifications for 2021 ● Flipcharts ● Sound system ● Mics ● Camera ● Internet server 	
Data and indicators of achievement (to cover the identified needs)	<p>Number of teachers showing interest on modules of training; Number of teachers registered for the trainings.</p>	

5	Product/service	Informing leaflet for the dissemination purposes	
Description		Dissemination of the LLL Centre new activities	
Needs to be covered		Inform all the interested partners on the activities that LLL Centre has done during the academic year and the future plans;	
Activities to be developed	2.1	Inform the academic staff, the representatives of other institutions with the results of the project	
	2.2	Information about courses and future needs	
	2.3	Inform the participants with the results of the trainings	
	2.4	Inform the interested stakeholders with the news of the LLL Centre	
Responsible of the product/service and other staff involved		<p>Eda Cela, Eris Ibërshimi Imelda Sejdini, Albana Madhi, Ina Sejdini</p>	
Target groups		<ul style="list-style-type: none"> ● Academic staff ● Directorate of Education representatives, ● Schools representatives, 	

	<ul style="list-style-type: none"> • Municipality of Elbasan, education sector
Complementary equipment needed (to be bought) and location <i>(Specify Devices, Model, Brand & Quantity and place where will be installed)</i>	<ul style="list-style-type: none"> • Laptops specified by AKSHI specifications for 2021 • Flipcharts • Mics • sound System • Camera • Internet server
Data and indicators of achievement (to cover the identified needs)	<ul style="list-style-type: none"> • The number of the participants • Feedback received through questionnaires and reports

6	Product/service	Promotion of new business ideas						
	Description	Encouraging entrepreneurial thinking among students; Encouraging discussions and new proposals on how to start a new business, in doing business and addressing business dilemmas.						
	Needs covered	To encourage students brainstorming; To develop entrepreneurial skills among students.						
	Activities to be developed	<table border="1"> <tr> <td>6.1</td> <td>Best business idea competition</td> </tr> <tr> <td>6.2</td> <td>Inviting labour market actors (businesses, public institutions)</td> </tr> <tr> <td>6.3</td> <td>Promotion through social media and UNIEL web</td> </tr> </table>	6.1	Best business idea competition	6.2	Inviting labour market actors (businesses, public institutions)	6.3	Promotion through social media and UNIEL web
6.1	Best business idea competition							
6.2	Inviting labour market actors (businesses, public institutions)							
6.3	Promotion through social media and UNIEL web							
	Responsible of the product/service and other staff involved	Albana Madhi, Ina Sejdini Imelda Sejdini, Alketa Vangjeli, Eda Cela.						
	Target groups (to whom)	<ul style="list-style-type: none"> • students • Academic staff • Teachers • Business representatives 						
	Indicators of accomplishment and data	<ul style="list-style-type: none"> • Number of students participating • New ideas presented 						
	Equipment needed	<ul style="list-style-type: none"> • Laptops specified by AKSHI specifications for 2021 • Flipcharts • Mics • sound system • Camera • Internet server 						

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).

For purposes of dissemination and quality assurance, the strategy to be implemented, consists in:

- Promotion of the new activities of this centre and the ongoing of the network of Albanian universities;
- Staff assemble meeting in each faculty, when the Rector and the work group of the project, will announce the role and objectives of the project and the new trainings we are going to offer through EntraAI project along with TEAVET trainings at the centre, promoting the role of this centre in our university.
- For purposes of dissemination, we have planned to organise information hours, online and onsite during all the academic year in a scheduled time, in order to inform students for the trainings offered by the centre and to explain to them the importance of these new topics in LLL for all teachers in Albania.
- We have also planned to organise open hours with the last year master studies students, inviting also teachers from all the schools of Elbasani Distric, in cooperation with the Directorate of Education in Elbasan (DAR).
- As part of the communication strategy, we have planned to reaching out to key audiences/stakeholders and providing useful, relevant information to them as groups or individuals, as we have now a database with the contacts from the TEAVET project. For the dissemination of the new courses the centre will offer, we are going to prepare leaflets and will distribute them in all the schools of Elbasan District. We are also going to share the leaflet electronically, through the web page of our university, in order to reach a wider audience and people to whom it may concern.
- Along with the promotion of study programs by the assigned faculty staff, organized every year within the district of Elbasan and in other cities of Albania, with the collaboration of Educational Directorates and school directorates, facilitated by the Ministry of Education, Youth and Sports, the new courses will be promoted. So, our staff will distribute promotional leaflets for the new training modules offered by the LLL Centre to the teachers and will promote the new modules to all the High Schools they will visit.
- In collaboration with Educational Directorates, we will reach each teacher through the created database for training purposes which we will update with their emails and addresses, providing periodical information and sending newsletters for every activity of the centre.
- The website of the centre, social media, TV and radio will be used for promoting all the activities of the centre related to project implementation.

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

For the quality assurance, in our university, we have the Quality Assurance Unit, with a dedicated staff for the purpose. For the future and the sustainability of the training activity of the LLL Centre, quality assurance is a very important element.

The Quality Assurance Unit, is going to apply a plan of coordinating, controlling and monitoring of the centre activities. The main purpose is meeting the standards, at national and international levels. This will lead to a better impact of our University in the training of teachers.

Questionnaires will be drafted and applied after each new module, in order to identify the main risks, including: completing of sessions, appropriate materials of trainings, methods of trainings, qualitative teaching, proper tools applications, etc.

Feedback, opinions and suggestions will be evaluated in order to enhance the quality of new trainings and services offered by LLL centre.

A written report will be issued after each new module by the trainers and discussed with the appropriate staff.

The feedback will also help in designing new modules for teachers training to be offered by the centre in addition to the existing modules, according to students needs, using the expertise and knowledge of the specialized staff according to the fields of study proposed.

For this purpose, each year the centre will apply a questionnaire for teachers in the schools, in order to update the teachers needs for training, to update the existing materials or to design new required training modules.

Online surveys will be used periodically and the quality assurance will be an ongoing activity for the LLL Centre, taking measures for maintaining and improving the quality of students learning and training.

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 OF ELBASAN "ALEKSANDER XHUVANI"	unit	quantity	price lek	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