

Tips for Effective Proposal Writing, Project Partnerships and Implementation:

Best Practices and Lessons Learn from
Erasmus+ Grants
DIG-IT 2019-2022 and TOVID 2021-2023

Grants Week University of Malta

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Dr. Maria Cassar, Professor Saviour Zammit

Thursday 8th July 2021

TIME



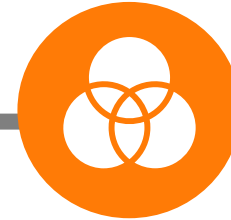
Begin preparing your application months in advance



Build in time to write each section adhering to the word limitations



Allow time for partner reviews, drafts, and mandates signage



Consider creating a project visual to conceptualize the project

(see DIG-It at a Glance, TOVID at a Glance, and How TOVID complements and extends DIG-IT.)



Collaborate with the Research Support Services Office and Project Support Team.



Choose partners who **complement** your skills.

If your institution has expertise in curriculum design but not computer programming – look for a partner who has computer skills and a lab who you can learn with and from.

Digital Initiatives and Timely Solutions (DIG-IT)

DIG-IT provides solutions to address the imbalance and inequity of digital education opportunities offered at EU universities.

Audience

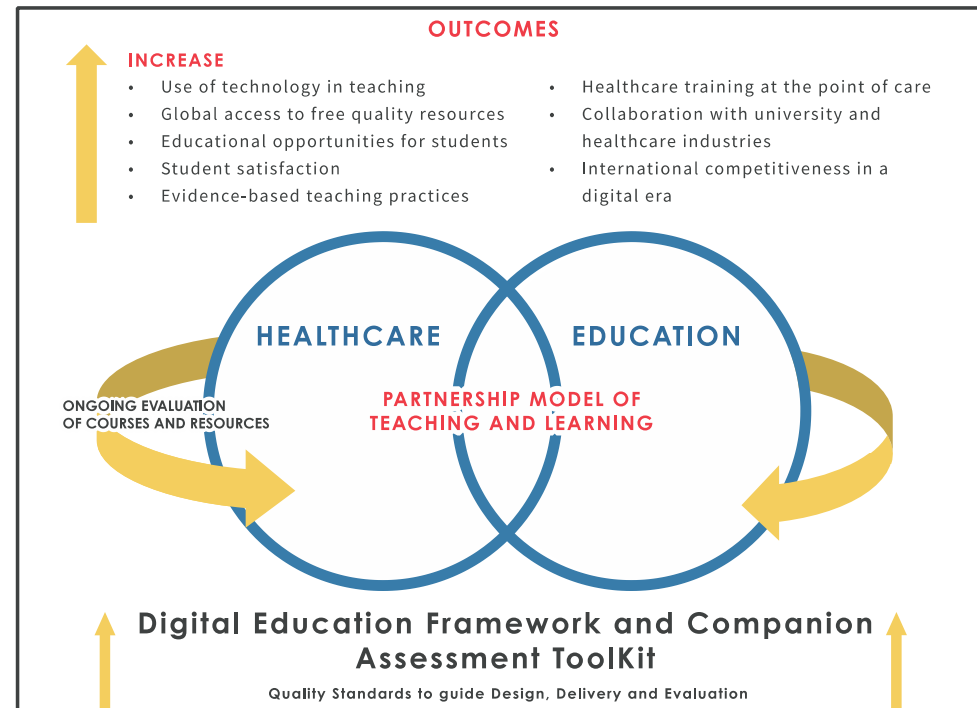
Approximately 5000 academic staff from five universities in Malta, Slovenia, Cyprus, Italy and Finland and 1000 healthcare professionals in six Saint James hospital facilities in Malta, Hungary and Libya who wish to collaboratively create, share, and distribute innovative training and teaching resources to support educators by reducing redundancy, time and cost.

Outputs

A quality standard framework and assessment toolkit; a course to teach how to design, deliver and evaluate digital education; a train-the-trainer course to develop champions, and healthcare eBooks and apps enabling mobile learning at the bedside to maintain evidenced based practice and patient safety.

Evaluation

A rigorous mix-methods evaluation of courses and resources will gain an understanding of how and under what circumstances educators transfer learning to teaching, improve product quality, and enable sharing best practices and lessons learned.



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OUTCOMES



INCREASE

- Use of technology in teaching
- Global access to free quality resources
- Educational opportunities for students
- Healthcare training at the point of care
- Collaboration with university and healthcare industries

Teaching Online – Video Digital Education Programs (TOVID)

Get Ready, Get Started, Get Teaching Tips

TOVID has three video digital education programs and an online repository to increase educator's digital education readiness and competence, enhance the quality of online, distant and blended learning and safeguard the inclusive nature of digital learning opportunities.

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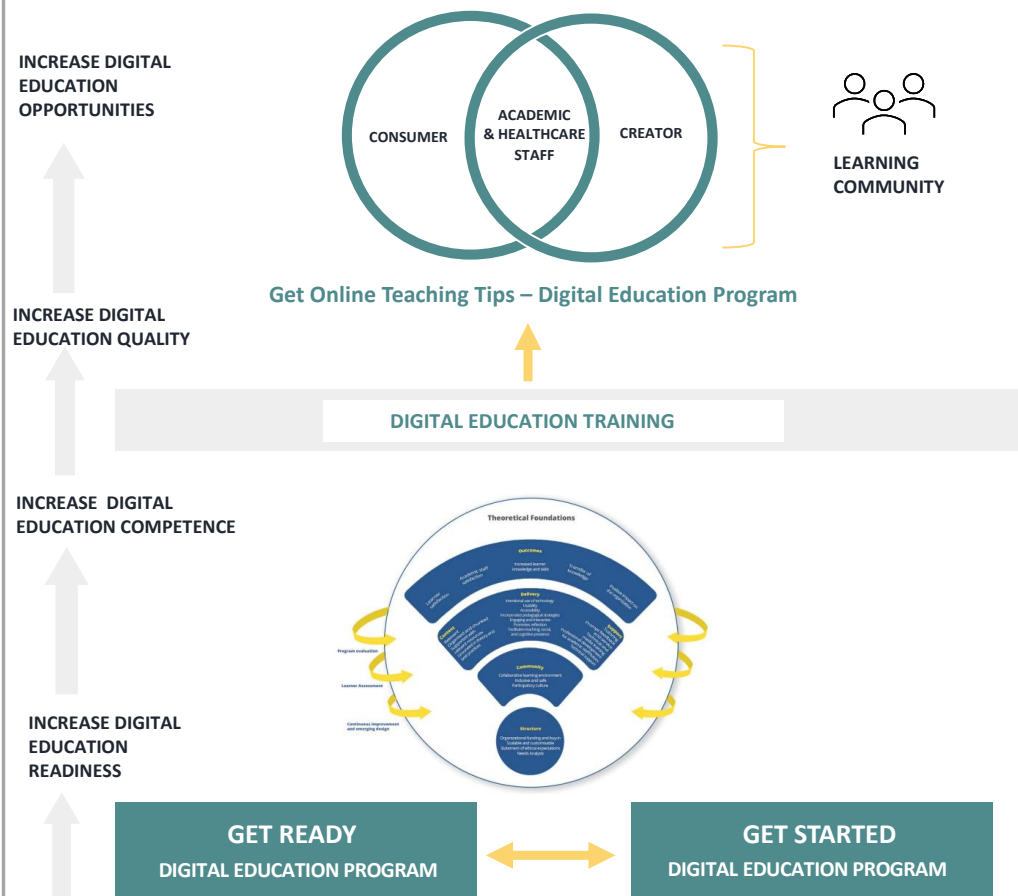
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OUTPUTS

Get Ready to convince educators of the merits of eLearning and motivate them to continue to review Get Started. (2) Get Started to provide educators with the confidence, knowledge and skills to take first steps toward online teaching. (3) Get Online Teaching Tips to provide a learning community for peer-to-peer support to continue to learn best practices. (4) Online repository to further distribution of innovative programs. (5) A mixed method evaluation to obtain a full understanding of the interventions.

EVALUATION

Evaluating the digital education programs will enable understanding regarding the value of videos and mobile learning in digital education, how and under what circumstances busy academics and short staffed healthcare workers transfer learning to teaching and how geography, cultural, gender, and language impact digital education.



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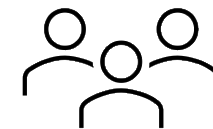
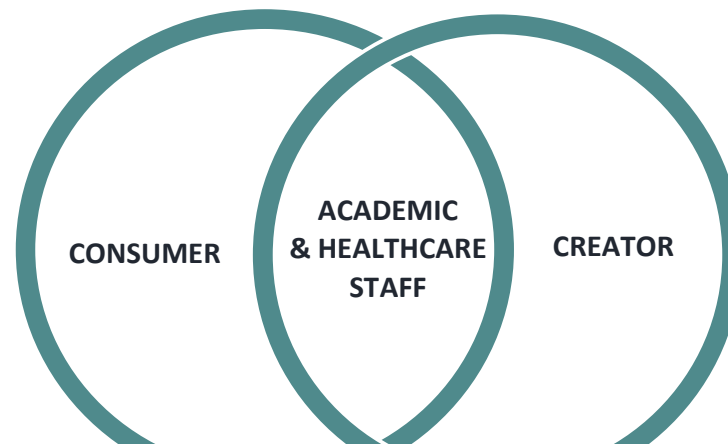
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**INCREASE DIGITAL
EDUCATION
OPPORTUNITIES**



**LEARNING
COMMUNITY**

TOVID Supports, Compliments and Extends DIG-IT

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INCREASE DIGITAL EDUCATION OPPORTUNITIES



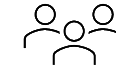
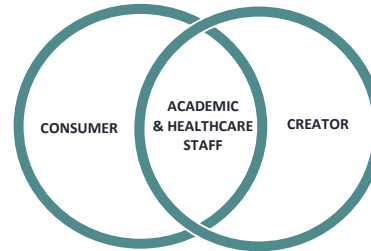
INCREASE DIGITAL EDUCATION QUALITY



INCREASE DIGITAL EDUCATION COMPETENCE

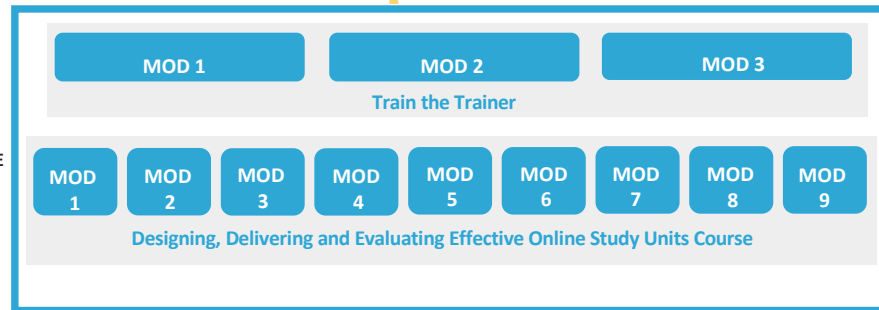


INCREASE DIGITAL EDUCATION READINESS



LEARNING COMMUNITY

Get Online Teaching Tips – Digital Education Program



GET READY
DIGITAL EDUCATION PROGRAM



GET STARTED
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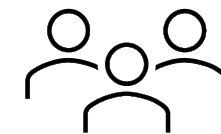
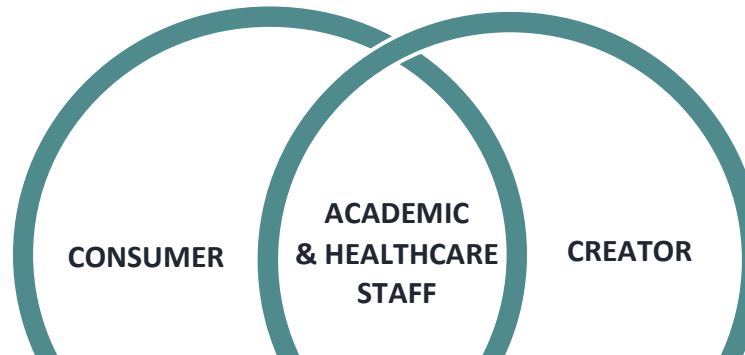
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LEARNING COMMUNITY



Have scheduled monthly meetings with the requirement that at least one person from each partner institution be in attendance.



Keep minutes at meetings to keep you organized and provide you with a record of what has been done. The minutes will prove to be very useful when you are writing reports

Delegate the work

- Don't pretend to be good at things you aren't at good at - you are a team with different and complementary skills. **Find the right balance between supporting and trusting.**
 - When someone doesn't do something as well as expected - spend some time to show them what you expected – make sure they understand, learn and take responsibility without feeling stupid or like they failed.
 - **Hire people (if you have the funds).** For example, if you are creating videos and need a videographer, camera equipment and a green screen etc., and your institution doesn't have the expertise, equipment or time, include in your budget exceptional funds so that you can hire a local company to help.
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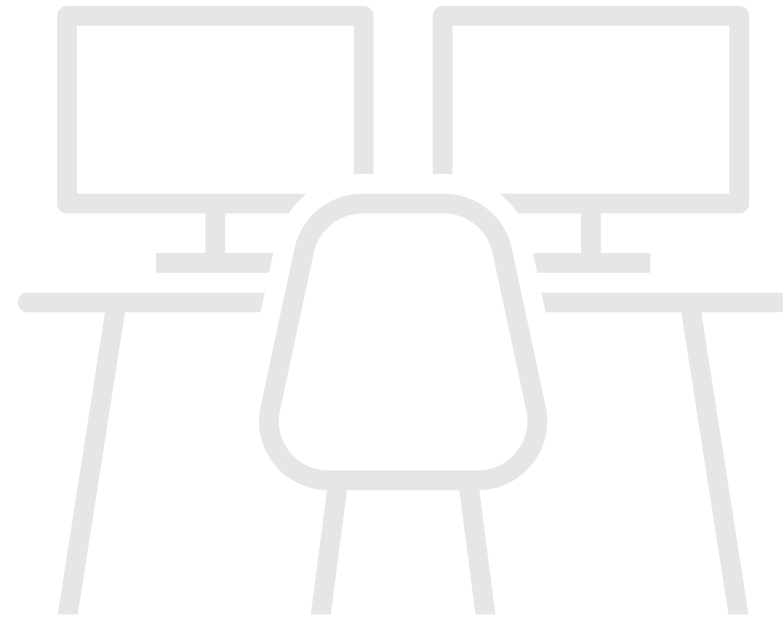
Give **deadlines**

“When something happens that is out of your control – be flexible enough to develop a plan B. Demand quality from your team, and that deadlines and timelines are met but don’t micromanage.”



Lead by **Example.**

Work as hard or harder than you expect others to work. Be a mentor and role model. Be supportive and bring the best out in team members to help them develop their careers.



Give credit where credit is do.

- If someone on the team wrote a proposal for a conference – acknowledge their effort and accomplishment.
- Complement people and use positive language.
- Apply for awards, conferences, accreditation, and write papers for publication so that your team develops their CV and career in addition to getting experience.



Conduct a **needs assessment**

When designing an online program:

- Conduct a needs analysis to gain an understanding of what your learners need and want
- Use a Digital Education Framework as a quality standard to guide the design, delivery and evaluation of your course. We recommend the European Union Digital Education Framework and Companion Evaluation Toolkit: <http://project-digit.eu/index.php/digital-education-quality-standards/>
- Use a temperature check early in the course to attain feedback and make any necessary minor changes before the course before they become big issues.
- Evaluate your online programs so there can be continual improvement
- Use a RoadMap and eSamples <http://www.cs.ucy.ac.cy/projects/digit/wp-content/uploads/2020/01/RoadMap-Nov26-1.pdf>



Compensate people appropriately.

Compensate people appropriately and fairly (enough days and budget, publications, conference presentations, names on awards).

QUESTIONS



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