

## FORGEMAT : WORKPLAN

M1 = first month of project's contractual year ; 12 M = 1 year ; 4 weeks = 1 M. Please use symbol (=/X) to represent one week.

### 1<sup>st</sup> year of project (2007)

Activities		M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
Ref number	title	(January)											
<b>A</b>	<b>CONCEPTION OF PROGRAMME OF STUDIES, DEFINITION OF A SYLLABUS IN MATERIALS SCIENCE AND ENGINEERING ADAPTED TO MOROCCAN SPECIFICITY</b>		O										
A1	Analysis of industrialists' needs and study of good practice in materials science and engineering teaching in Europe (at the partners' universities)		XXX ==	XXX ==									
A2	Definition of new courses and first draft of global programme of studies			XX	XX/=	XX/=							
A3	Drafting the content of courses/lectures/laboratory work for the engineering programme – Setting up the pedagogical team				XXX/ =	XX/=	XX						
<b>B</b>	<b>TEACHER TRAINING</b>										O		
B1	Training of teachers for 1 <sup>st</sup> year of engineering course										==	==	==
<b>C</b>	<b>ESTABLISHING THE COURSES</b>					O							
C1	Launch of call for candidates to the engineering course					XXXX							
C2	Organisation of recruitment of students for engineering course							XXX					
C3	Actual beginning of 1 <sup>st</sup> year engineering course									XXXX	XXXX	XXXX	XXXX
<b>D</b>	<b>ORGANISATION OF GENERAL LOGISTICS</b>									O			
D1	Study of needs for equipment and description of the equipment to be bought Definition of equipment ordering procedure									XX/==	XX/==		
D2	Purchase of equipment and pedagogical material												X/=
<b>DI</b>	<b>DIFFUSION</b>						O						
DI1	Communication and publicity						XX/==						XX/==
DI2	Creation, management of a web site							XX	X	X	X	X	X
<b>Q</b>	<b>QUALITY CONTROL AND PROJECT MONITORING</b>											O	
Q1	Internal quality insurance – creation of assessment tools (questionnaires, assessment forms, discussion of results...)											XX/==	XX/==
Q2	External quality insurance (audit by the experts)												XX
<b>GP</b>	<b>PROJECT MANAGEMENT</b>	O											
GP1	Creation of steering committee – management of the project in Morocco	XX	X	X	X	X	X	X	X	X	X	X	X
GP2	Project financial management at EEIGM	=	=	=	=	=	=	=	=	=	=	=	=
GP3	Steering Committee meeting	X					=						

Date of beginning and end of the activity : **O**      Activities done in the E.U./candidate country : **=**      Activities done in partner's country (Morocco) : **X**

**WORKPLAN for the 2<sup>nd</sup> year of the project (2008)**

Activities		M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
Reference number	Titre												
<b>A</b>	<b>CONCEPTION OF PROGRAMME OF STUDIES, DEFINITION OF A SYLLABUS IN MATERIALS SCIENCE AND ENGINEERING ADAPTED TO MOROCCAN SPECIFICITY</b>						O						
A4	Definition of content of specialisation courses (3 <sup>rd</sup> year of engineering programme)	XXXX	XX/==	XX									
A5	Defining and drafting courses and laboratory work for the Master programme ; establishment of the pedagogical team	m			XX	XX	XX/==						
<b>B</b>	<b>TEACHER TRAINING</b>												
B2	Training of teachers for the 2 <sup>nd</sup> year of engineering course	==									==	==	
B3	Training of teachers for the Master's programme										==	==	
<b>C</b>	<b>ESTABLISHING THE COURSES</b>												
C4	Launch of the 2 <sup>nd</sup> year of the engineering programme and student mobility (Moroccan students to European partners)									XXXX	XXXX	XXXX	XXXX
C5	Launch of call for candidates for the Master's programme					XXXX							
C6	Organisation of recruitment of Master's students							XXX					
C7	Actual beginning of 1 <sup>st</sup> year of Master's courses									XXXX	XXXX	XXXX	XXXX
<b>D</b>	<b>ORGANISATION OF GENERAL LOGISTICS</b>												
D2	Purchase of equipment and pedagogical material	X/=	X/=	X/=	X/=	X/=	X/=	X/=	X/=	X/=	XX/=	X/=	X/=
D3	Definition and purchase of necessary equipment for laboratory work for Master's programme								XX/=		XX/=	XX/=	
<b>DI</b>	<b>DIFFUSION</b>												
DI1	Communication and publicity	XX/=					XX/=						X/=
DI2	Management of web site	X	X	X	X	X	X	X	X	X	X	X	X
DI3	Seminar and conferences on the launch of both programmes Meeting with industrialists and lecturers, researchers from other Moroccan institutions						XXXX						
DI4	Publication and diffusion of electronic newsletter	X	X	X	X	X	X	X	X	X	X	X	X
<b>Q</b>	<b>QUALITY CONTROL AND PROJECT MONITORING</b>												
Q1	Internal quality insurance – creation of assessment tools (questionnaires, assessment forms, discussion of results...)						XX/==	XX/==					
Q2	External quality insurance (audit by the experts)												XX
<b>GP</b>	<b>PROJECT MANAGEMENT</b>												
GP1	Management of the project in Morocco	X	X	X	X	X	X	X	X	X	X	X	X
GP2	Project financial management at EEIGM	=	=	=	=	=	=	=	=	=	=	=	=
GP3	Steering Committee meeting	X					=?						

Date Date of beginning and end of the activity : **O**

Activities done in the E.U./candidate country : **=**

Activities done in partner's country (Morocco) : **X**

### WORKPLAN for the 3rd year of the project (2009)

Activities		M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
Reference number	Title												
<b>B</b>	<b>TEACHER TRAINING</b>										O		
B3	Teacher training for the Master's programme (speciality courses)		==		==		==						
B4	Training of teachers for the 3rd year of engineering course (speciality courses)			==/X	==	==							
<b>C</b>	<b>ESTABLISHING THE COURSES</b>												O
C8	Launch of the 3rd year of the engineering programme and student mobility (Moroccan students to European partners)									XXXX	XXXX	XXXX	XXXX
C9	Actual beginning of 2 <sup>nd</sup> year of Master's courses									XXXX	XXXX	XXXX	XXXX
<b>DI</b>	<b>DIFFUSION</b>												O
DI1	Communication and publicity	XX/=					XX/=						X/=
DI2	Management of web site	X	X	X	X	X	X	X	X	X	X	X	X
DI4	Publication and diffusion of electronic newsletter	X	X	X	X	X	X	X	X	X	X	X	X
<b>P</b>	<b>DURABILITY</b>	O											O
P1	Creation and launching seminar of a Documentation and Expertise Centre in Materials Engineering	XX/==					XXXX				XX		XX/==
<b>Q</b>	<b>QUALITY CONTROL AND PROJECT MONITORING</b>												O
Q1	Internal quality insurance – creation of assessment tools (questionnaires, assessment forms, discussion of results...)						XX/==	XX/==					
Q2	External quality insurance (audit by the experts)										XX		
Q3	Final assessment of both training programmes											X	
<b>GP</b>	<b>PROJECT MANAGEMENT</b>												O
GP1	Management of the project in Morocco	X	X	X	X	X	X	X	X	X	X	X	
GP2	Project financial management at EEIGM	=	=	=	=	=	=	=	=	=			
GP3	Steering Committee meeting	X											X
GP4	Final report : activities, results and financial balance sheet											XX/=	X/=

Date of beginning and end of the activity : **O**

Activities done in the E.U./candidate country : **=**

Activities done in partner's country (Morocco) : **X**