

Periodical Report
12 Months of project
implementation

Crisis and Risk Engineering for Transport Services

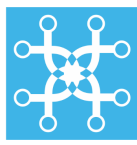
BAKU ENGINEERING UNIVERSITY (BEU)



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

Joint Project: Capacity Building in the Field
of Higher Education ERASMUS+ 2018

Mr. Arif Najimov,
Local project coordinator / manager



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The annual report (15.11.2018 - 15.11.2019) of Baku Engineering University (BEU) according to the WPs of "Crisis and Risks Engineering for Transport Services (CRENG)" Erasmus+ K2 project:

The 1st year of the project

1. Organizing working plan and administrative/academic working group at BEU;
2. List of BEU teachers that will develop new courses for Master Program;
3. Criteria for teacher selection for the trainings in EU HEIs;
4. Organizing Quality Assurance (QA) Plan and QA working group of BEU;
5. Equipment & Software for BEU;
6. CRENG Service Office and Laboratory of BEU;
7. Dissemination plan of BEU and schedule of dissemination events;
8. Implemented dissemination activities of BEU;
9. Non-consortium organizations which BEU is working with them;
10. Communication with the project team members, partners and coordinator.





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Introduction the WPs of "Crisis and Risks Engineering for Transport Services (CRENG)" Erasmus+ K2 project:

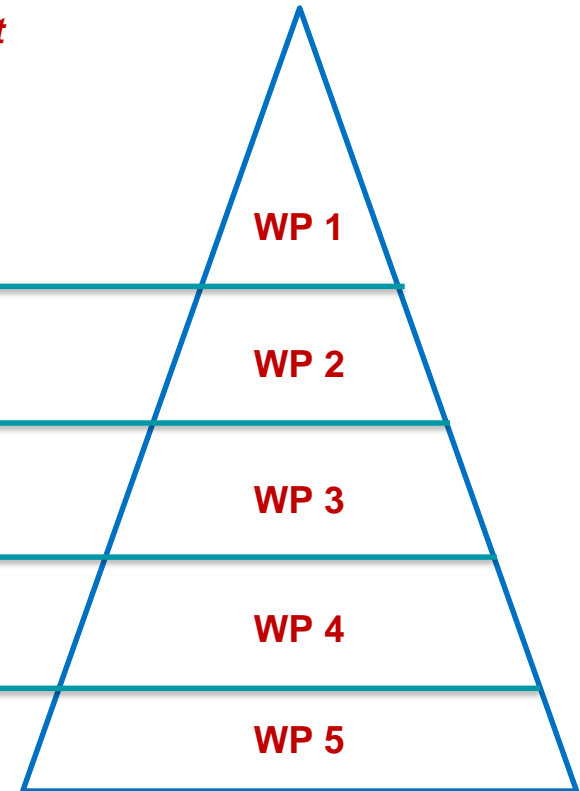
WP 1: PREPARATION - Designing Agreement and guidelines on instructional strategies for MA program "CRENG" development.

WP 2: DEVELOPMENT - Development of new MA program "CRENG" and innovative teaching environment.

WP 3: QUALITY PLAN - Internal and external quality control of processes and deliverables.

WP 4: DISSEMINATION & EXPLOITATION - Strategy dissemination and event plan.

WP 5: MANAGEMENT - Management of the project.





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1. Organizing working plan and administrative/academic working group at BEU

No	Activity	Timeline	Result
1	Establishing communication with the Project coordinator/team and organizing/coordinating a working group at BEU.	15.11-15.12.2018	Done
2	Preparation and development of draft Partnership Agreement (PA) for BEU, making it ready for registration at the Ministry of Economy of the Republic of Azerbaijan as well as successfully management of registration process.	15.01-15.02.2019	Done
3	Participating at the Kick-off meeting of the project with 2 project staff members at Warsaw University of Technology / Poland on the 27-28.02.2019 and organizing info day at the University. Preparation dissemination plan of BEU and schedule of dissemination events as well as the dissemination materials of the CRENG Erasmus+ KA2 project for web-site/social media pages of BEU.	15.02-15.03.2019	Done
4	Preparing a list of current disciplines and subjects of “Logistics and Transport Technologies Engineering” specialty of BEU according to the detailed information of the project which it was provide by the project coordinator as well as preparing a questionnaire in order to analyze “Logistics and Transport Technologies Engineering” specialty of BEU and its relevance to the current disciplines of the project.	15.03.-15.04.2019	Done
5	Creating a quality group at BEU responsible for the quality level of each new or modernized module in the target field by the university and industries/stakeholders; preparing a schedule of BEU quality group meeting and developing quality indicators to assess quality level of each new or modernized modules in the target field.	15.04-15.05.2019	Done
6	Developing new modules at BEU using new curricula descriptions and training materials from EU universities (WTU, TUB and UPHF) and preparation of criteria for the selection of teachers of BEU to participate in training at EU HEIs.	15.05-15.06.2019	Done
7	Select relevant place and preparing a list of equipment for CRENG Labs and CRENG Service Office at BEU.	15.06.-15.07.2019	Done
8	Working with involved local project team at BEU, implementing WPs and managing events of the project at BEU.	15.09-15.11.2019	Done

“CRENG” Project implementation during 15.11.2018 - 15.11.2019 @ BEU, Khirdalan city, Azerbaijan



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1. Organizing working plan and administrative/academic working group at BEU

Table 1.1.: Working group of BEU for implementing WPs of the “CRENG” Erasmus+ KA2 project

No	Name, Surname, email	Position at the University	Position at the CRENG project	Responsibility (WP, tasks according to the work plan)
1	Mr. Arif Najimov	Head of International Relations and Projects Management Department & Researcher	Local co-ordinator/project manager	Local coordination and management of CRENG project at BEU and implement some technical/administrative & research works.
2	Mr. Manafaddin Namazov	Vice-rector for International relations & Lecturer	Researcher & Teacher	Participate at the curriculum development and providing lectures.
3	Mr. Rauf Mammadov	Head of Master and PhD Department & Lecturer	Researcher & Teacher	Participate at the curriculum development and providing lectures.
4	Mr. Parviz Hasanov	Head of Industrial Engineering Department & Lecturer	Researcher & Teacher	Participate at the curriculum development and providing lectures.
5	Mr. Bakhtiyar Namazov	Lecturer of Mechanical Engineering Department	Researcher & Teacher	Participate at the curriculum development and providing lectures.
6	Mrs. Ulkar Abdurahmanova	Leading specialist of Master and PhD Department & Lecturer	Researcher & Teacher	Participate at the curriculum development and providing lectures.
7	Mr. Etibar Gahramanov	Lecturer of Industrial Engineering Department	Researcher & Teacher	Participate at the curriculum development and providing lectures.
8	Mr. Ilgar Khurshudov	Lecturer of Industrial Engineering Department	Researcher & Teacher	Participate at the curriculum development and providing lectures.
9	Mr. Samir Musayev	Head of Accounting Department & Lecturer	Technical staff	Participate at the project and support about financial reports.
10	Mrs. Narmin Alakberova	Specialist of International Relations and Projects Management Department & Researcher	Technical and Administrative staff	Participate at the project and implement technical-administrative tasks.



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2. List of BEU teachers that will develop new courses for Master Program

Name of the course to be upgraded	Person / teacher / department / faculty responsible for the course upgrade	What has to be upgraded in the course?	Deadlines
New technologies and big data for innovations in crisis and risk management + IT Security - 6 ECTS	Mr. Manafaddin Namazov, Associate professor, Vice-rector for International relations & Lecturer	Using gained experiences from EU partners and integration into the BEU curriculums as well as preparation of the teaching materials	End of the 2019-2020 academic year
Informational-Analytic and Diagnostics for Sociotechnical System - 6 ECTS			
Supply chain management and networks - 5 ECTS	Mr. Parviz Hasanov, Associate professor, Head of Industrial Engineering Department & Lecturer	Using gained experiences from EU partners and integration into the BEU curriculums as well as preparation of the teaching materials	End of the 2019-2020 academic year
Project management and leadership in logistics and research, through open communication and team-working - 5 ECTS			
Carrier Managing, Soft skills for engineer, basics of technical creativity - 3 ECTS			



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2. List of BEU teachers that will develop new courses for Master Program

Humanitarian logistics and transport services in disasters conditions - 6 ECTS	Mr. Rauf Mammadov, Associate professor, Head of Master and PhD Department & Lecturer	Using gained experiences from EU partners and integration into the BEU curriculums as well as preparation of the teaching materials	End of the 2019-2020 academic year
New challenges for crisis and risk management in logistics systems - 5 ECTS			
Risk and crisis engineering of Transport systems - 5 ECTS	Mr. Bakhtiyar Namazov, Associate professor, Lecturer of Mechanical Engineering Department	Using gained experiences from EU partners and integration into the BEU curriculums as well as preparation of the teaching materials	End of the 2019-2020 academic year
Risk and crisis forecast, Analysis and Reduction Methods and Tools - 10 ECTS	Mr. Etibar Gahramanov, Lecturer of Industrial Engineering Department	Using gained experiences from EU partners and integration into the BEU curriculums as well as preparation of the teaching materials	End of the 2019-2020 academic year
Disaster preparedness – challenges, principles, recourses, systems and tools - 6 ECTS			
Safety Management and Incident Investigation - 6 ECTS			
Health, Safety & Environmental Management Systems - 6 ECTS			



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2. List of BEU teachers that will develop new courses for Master Program

Emergency Response & Crisis Management - 6 ECTS	Mr. Ilgar Khurshudov, Lecturer of Industrial Engineering Department	Using gained experiences from EU partners and integration into the BEU curriculums as well as preparation of the teaching materials	End of the 2019- 2020 academic year
Hazard Identification - 5 ECTS			
Human Factors in Design & Operations – 5 ECTS			
Research methods and professional development - 5 ECTS	Mrs. Ulkar Abdurahmanova, Leading specialist of Master and PhD Department & Lecturer	Using gained experiences from EU partners and integration into the BEU curriculums as well as preparation of the teaching materials	End of the 2019- 2020 academic year



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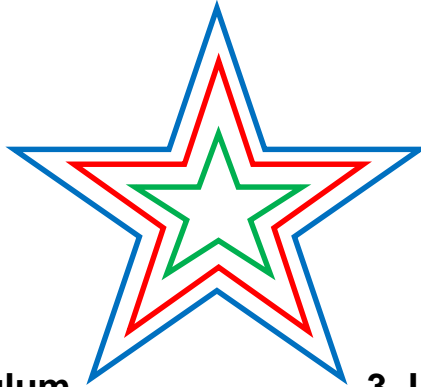
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3. Criteria for teacher selection for the trainings in EU HEIs:

1. BEU staff member (full time)

5. Team works skills



2. Relevant academic background

4. Experiences to develop curriculum
according to EU standards

3. Languages skills (English and Russian)



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The BEU project team members attended the Kick-off meeting at the Faculty of Transport of Warsaw University of Technology (Poland) on the 27 - 28 February 2019.

- 1) **Mr. Manafaddin Namazov**, Vice-rector for International relations of BEU;
- 2) **Mr. Arif Najimov**, Head of International Relations and Projects Management Department of BEU.





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The BEU project team members attended the Training & Coordination Meeting at the Technische Universität Berlin (Germany) on the 9 - 21.09.2019.

- 1) **Mr. Manafaddin Namazov**, Vice-rector for International relations of BEU;
- 2) **Mr. Parviz Hasanov**, Head of Industrial Engineering Department of BEU;
- 3) **Mrs. Ulkar Abdurahmanova**, Leading specialist of Master and PhD Department & Lecturer.



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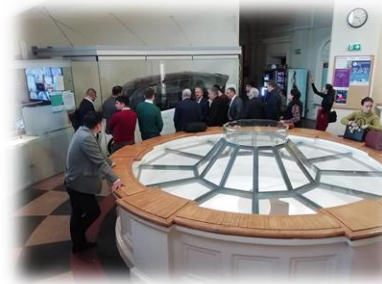


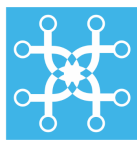
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The BEU project team members attended the Training & Coordination Meeting at the Warsaw University of Technology (Poland) on the 24.11 - 06.12.2019.

- 1) **Mr. Bakhtiyar Namazov**, Associate professor, Lecturer of Mechanical Engineering Department of BEU;
- 2) **Mr. Etibar Gahramanov**, Lecturer of Industrial Engineering Department of BEU;
- 3) **Mr. Ilgar Khurshudov**, Lecturer of Industrial Engineering Department of BEU.





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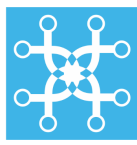
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The BEU project team members attended the Training & Coordination Meeting at the Université Polytechnique Hauts-de-France (France) on the 12 - 24.01.2020.

- 1) **Mr. Manafaddin Namazov**, Vice-rector for International relations of BEU;
- 2) **Mr. Bakhtiyar Namazov**, Associate professor, Lecturer of Mechanical Engineering Department of BEU;
- 3) **Mr. Etibar Gahramanov**, Lecturer of Industrial Engineering Department of BEU.



“CRENG” Project implementation during 15.11.2018 - 15.11.2019 @ BEU, Khirdalan city, Azerbaijan



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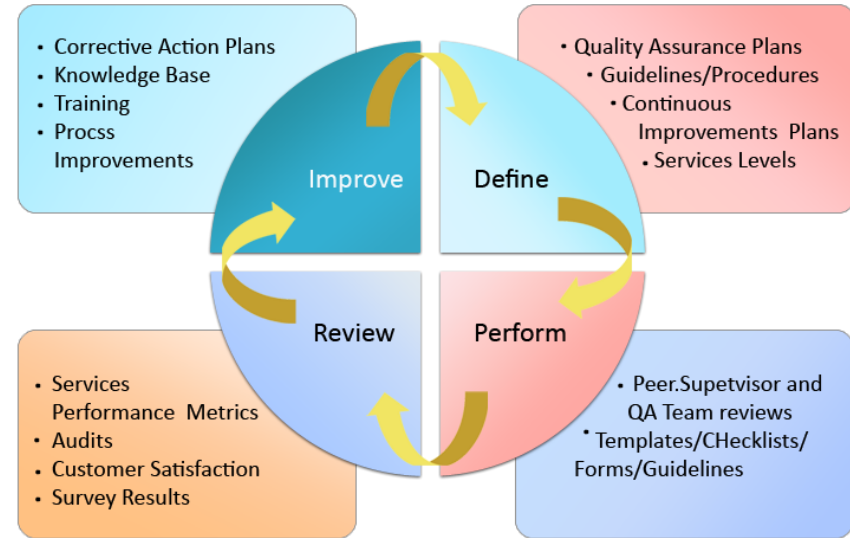
4. Organizing Quality Assurance (QA) Plan and QA working group of BEU

Quality Assurance (QA) is to define quality control mechanisms and criteria, which will be used by the BEU QA Working Group to monitor the quality of the project procedures, deliverables and results.

BEU QA Working Group will be responsible to prepare, implement and update a/the QA Plan according to the WP 3 of the "CRENG" Project: **QUALITY PLAN - Internal and external quality control of processes and deliverables.**

QA Plan of BEU will focus on the monitoring the quality of the project procedures, deliverables and results which they will happen at the University (Khirdalan city, Azerbaijan).

QA Plan will be implemented by the QA Working Group which the staff of BEU and from different relevant companies were involved.





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4. Organizing Quality Assurance (QA) Plan and QA Working Group of BEU

Table 4.1.: BEU QA Working Group was organized from relevant project team members.

No	Name, Surname	Occupation	Organization	Contact info (e-mail)
1	Mr. Parviz Hasanov	Researcher, Teacher, Trainer / Head of Industrial Engineering Department & Lecturer	Baku Engineering University	Mob./WhatsApp: +994 51 915 30 05, eMail: phesenov@beu.edu.az
2	Mr. Rauf Mammadov	Researcher, Teacher, Trainer / Head of Master and PhD Department & Lecturer	Baku Engineering University	Mob./WhatsApp: +994 50 333 27 44, eMail: ramammadov@beu.edu.az
3	Mrs. Ulkar Abdurahmanova	Researcher, Teacher, Trainer / Leading specialist of Master and PhD Department & Lecturer	Baku Engineering University	Mob./WhatsApp: +994 55 816 67 69, eMail: uabdurahmanova@beu.edu.az
4	Mrs. Narmin Alakberova	Technical and Administrative staff / Specialist of International Relations and Projects Management Department & Researcher	Baku Engineering University	Mob./WhatsApp: +994 55 494 05 55, eMail: nalakbarova@beu.edu.az



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4. Organizing Quality Assurance (QA) Plan and QA Working Group of BEU

Table 4.2.: BEU QA Working Group was extended from relevant companies and its team members.

No	Name, Surname	Occupation	Organization	Contact info (e-mail)
1	Mr. Afghan Mammadov	Deputy Director of Freight and Commercial Operations Department	"Absheron" Logistics Center	Tel.: +994 12 555 52 52 / Mob.: +994 70 265 15 00/050 250 76 77 / eMail: afgan@absheronport.az
2	Mr. Xydayar Hasanli	Ph.D., Head of Strategic Planning and Development Department	"Baku International Sea Commercial Port" CJSC	Tel. : +994 12 5990003 Ext.: 1040 / Mob.: +994 55 206 61 09 / eMail: khhasanli@portofbaku.com
3	Mr. Jeyhun Talibov	Ph.D., Senior Engineer of Transport Department	The State Oil Company of Azerbaijan Republic (SOCAR NE)	Mob.: +994 50 285 68 86 / Tel: +994 12 521 00 00: Ext.: 35051 / eMail: Ceyhun.Talibov@socar.az
4	Mr. Chingiz Rahimov	Head of Road Transport Sector at the Department of Transport Regulation	Ministry of Transport, Communications and High Technologies of the Republic of Azerbaijan	Mob.: +994 70 216 16 85 / eMail: turan.cingiz@mail.ru
5	Mr. Nijat Karimov	Ph.D., Technical Manager	"Rotary Motors" LLC	Mob.: +994 55 745 09 46 / eMail: nicat.kerimov12@gmail.com



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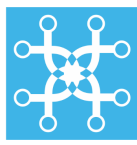
5. Equipment & Software for BEU



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 FlexSim
problem solved.

No	Set of laboratory equipment any name	Q-ty	Set	Price, EUR	Total Price, EUR
1	Desktop PC Avtech M99KF-39-32-28-51-30-PSU8-W10P-KM-27D165 (i9 9900KF/Z390/DDR4 16Gbx2/8Gb RTX2080/SSD 512Gb/HDD 3000Gb/Gougar/800W/Win 10 Pro /AnyLogic University software /Keyboard Avtech KB758/ Mouse Avtech MS581/Monitor Avtech Pro 27D 165Hz)	1	1	27200.00	27200.00
2	Desktop PC Avtech M84-37-16-166-25-10-PSU5-W10P-KM-27D165 (i5 8400/Z370/DDR4 8Gbx2/6Gb GTX1660/SSD 240Gb/HDD 1000Gb/Avtech Pro/500W/Win 10 Pro/Keyboard Avtech KB758/ Mouse Avtech MS581/Monitor Avtech Pro 27D 165Hz)	2			
3	AIO PC Avtech G20 M81-8-10-W10P-KM (i3 8100/DDR4 8Gb/HDD 1000Gb/Win 10 Pro/Keyboard Avtech KB758/ Mouse Avtech MS581)	9			
4	Notebook HP (i5/8Gb/1000Gb/GTX1050/15,6/Win 10 Pro)	3			
5	Projector Canon LV-420 (4200 Lumens, 1920x1080, Speaker 10W) Wallmount and tripod screen 245x245 cm included	1			
6	MFD Epson M2140 /extra ink Epson C13T03P14A	2			
7	MFD Canon imageRUNNER 2206N /Cartridge Canon C-EXV42	1			
8	Headset Logitech H340 USB	12			
9	Digital Camera EOS4000D Kit /bag/SD Card Kingston 64Gb/Battery Canon LP-E10	1			
10	Router Tenda W15E	1			
11	Switch 16 port 10/100/1000 Gb/s	1			
				TOTAL	27200.00



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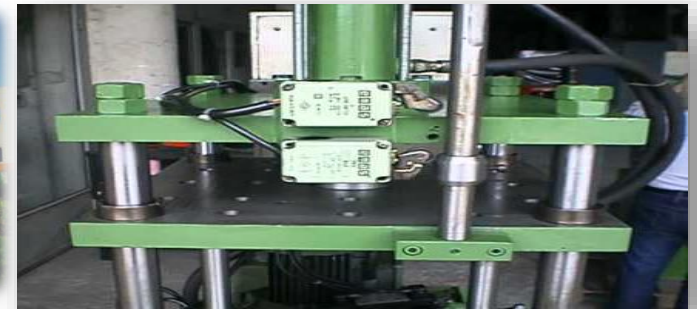


6. CRENG Service Office and Laboratory of BEU

BEU organized requested place for establishing “CRENG” SO at the University campus and it will work within coordination of different laboratories and research centers of BEU.



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7. Dissemination Plan of BEU and schedule of dissemination events

Target Groups (TG)

**Communication
Channels (CC)**

Events (E)

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BEU, within the WP 4 of the project: **DISSEMINATION & EXPLOITATION** - Strategy dissemination and event plan organized and implemented some activities. They are on the next slide.

The Dissemination Plan (DP) of BEU is based on the overall strategy for disseminating and implementing the results of the “CRENG” Erasmus+ KA2 project by the project team of Baku Engineering University (BEU).

The DP was approved at the first coordination meeting in Poland to provide a link between the three components of the project strategy:



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7. Dissemination Plan of BEU and schedule of dissemination events

Target groups of the project:

1. Students of related and unrelated specialties of BEU;
2. Teachers of related and non-related to specialties of BEU and other partner universities;
3. Scientists and researchers of BEU and other stakeholders;
4. Future employers of graduates from the “CRENG” Master Degree Program;
5. All potential training participants of “CRENG” Erasmus+ KA2 project in Azerbaijan;
6. Authorities at local and state level of the Republic of Azerbaijan;
7. Public organizations / NGOs.





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7. Dissemination Plan of BEU and schedule of dissemination events

Communication Channels with the Target Groups of the project:

1. Local, regional and national mass media;
2. Official website of the project (<https://creng.eu/>) as well as Baku Engineering University (<http://www.beu.edu.az/en> and <http://iro.beu.edu.az/en/page/Project-Management-903483.html>);
3. Official promotional materials (leaflets, flyers, roll-ups, etc.) of the project;
4. Relevant Social Networks (SN) as well as SN of Baku Engineering University:
 - <https://www.facebook.com/iro.beu.edu.az/>
 - <https://www.linkedin.com/company/iro-beu-edu-az/>
 - <https://twitter.com/BEU60740449>
 - <https://www.instagram.com/beueduaz/>
 - <https://www.youtube.com/channel/UCOYADW2Y4cKWKfIS-IH1hCA>

Events within the project:

Local, regional and international meetings, workshops and conferences within the project.



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7. Dissemination Plan of BEU and schedule of dissemination events

No	Activity	Date
Web-based dissemination		
1	Participate at the creation process of a web-site (https://www.creng.eu) of the project as well as link it to the BEU's website (http://www.beu.edu.az/en and http://iro.beu.edu.az/en/page/Project-Management-903483.html).	Done
2	Creating a contact list of project stakeholders for newsletters by e-mail, via social networks (Facebook, LinkedIn, Instagram) and messengers (FB Messenger, WhatsApp, Viber etc.).	Done
3	Creation of content in social networks of BEU: on the pages of the project (https://www.creng.eu), the university (http://www.beu.edu.az/en) and International Relations and Projects Management Department (http://iro.beu.edu.az/en/page/Project-Management-903483.html , https://www.facebook.com/iro.beu.edu.az/ , https://www.linkedin.com/company/iro-beu-edu-az/ , https://twitter.com/BEU60740449 , https://www.instagram.com/beueduaz/ , https://www.youtube.com/channel/UCOYADW2Y4cKWKfIS-IH1hCA).	Minimum 1 post per month / Done
4	Regular posts, event plans, planned in the framework of the project.	during the year / Done
5	Providing information at the request of the website administrator of https://www.creng.eu and BEU for its regular updating (presentation of events, links and articles, posts in social networks, etc.).	during the year / Done



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7. Dissemination Plan of BEU and schedule of dissemination events

Event-based dissemination

Appointment of the responsible person for the implementation of the plan at BEU.	Done
Organizing a presentation of the project for the teachers of BEU.	Done
Organizing a presentation about project activities in the international conference of BEU.	Done
Organizing a dissemination meeting of the project for BEU teaching staff.	Done
Organizing a dissemination meeting of the project for top management of BEU.	Done
Organizing a presentation of the project for students of BEU and any other specialties interested in project.	Done
Organizing a workshop/round table for discussing of knowledge gained during the training in Berlin with all interested parties of BEU.	Done



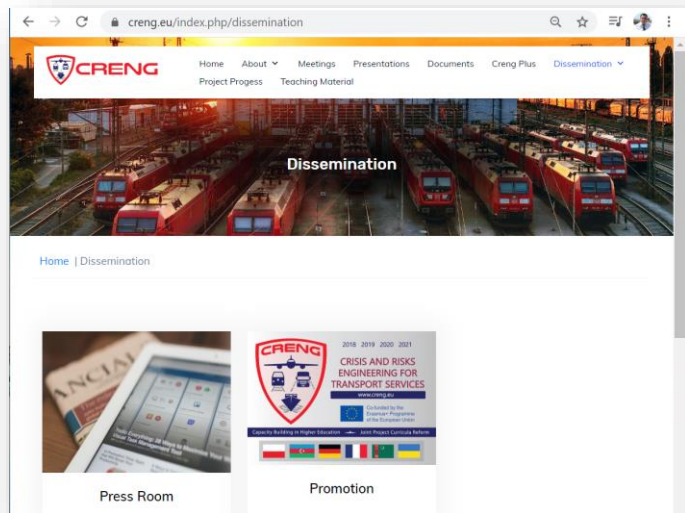
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8. Implemented dissemination activities of BEU



- 1) <https://creng.eu/index.php/dissemination>;
- 2) <http://iro.beu.edu.az/en/page/CRENG-%28EN%29-903707.html>
- 3) <http://iro.beu.edu.az/en/news/The-implementation-of-Erasmus-%2BKA2-project-on-%E2%80%9CCRENG%E2%80%9D-discussed-10286.html>

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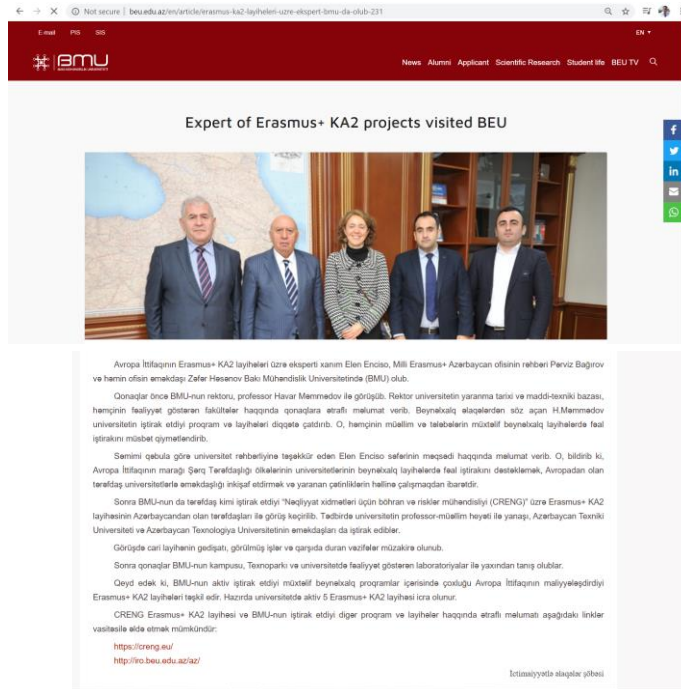
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8. Implemented dissemination activities of BEU



During "CRENG" monitoring visit (on 25.11.2019) by EU expert on Erasmus+ KA2 projects Mrs. Elen Enciso and Head of the National Erasmus+ Azerbaijan office Mr. Parviz Bagirov and employee of that office Mr. Zafar Hasanov visited Baku Engineering University (BEU).

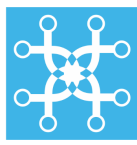
Firstly, the guests met with the rector of BEU, Professor Havar Mammadov. The rector informed the guests about the history and opportunities of the university as well as the existing faculties. He also informed about international relations, programs and projects in which the university active participates. He also mentioned about the active participation of teachers and students of BEU in various international projects.

Mrs. Ellen Enciso thanked the university administration for the warm welcome and informed about the purpose of the visit. She said that the European Union is interested in supporting the active participation of universities in the Eastern Partnership countries in international projects, developing cooperation with partner universities in Europe and working to solve problems.

Then, a meeting was held with the partners of the Erasmus + KA2 project on "Crisis and Risk Engineering for Transport Services (CRENG)" from Azerbaijan, in which BEU also participated as a partner. During the meeting guests discussed about the progress of the current project, the work done and the tasks ahead.

After the meeting the guests got acquainted with the campus of BEU, Technopark and laboratories of the university.

The link of the article: <http://www.beu.edu.az/az/article/erasmus-ka2-layiheleri-uzre-ekspert-bmu-da-olub-231>



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8. Implemented dissemination activities of BEU



The BEU “CRENG” project team members within the dissemination plan and scheduled of the dissemination events organize different seminars and workshops at the University (in Khirdalan city, Azerbaijan).

Besides, the participants of the training in Germany, Poland and France share all gained information and teaching materials with other project team members, academic personal of the BEU and their students after every training and mobility programs within the project.

The responsible person for dissemination of the event after every event prepare article and posts for web-site and social media pages of BEU.



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9. Non-consortium organizations which BEU is working with them

- Partners / local HEIs in Azerbaijan;
- Local NGOs;
- Public and private organizations

(they are listed on the slide # 16);





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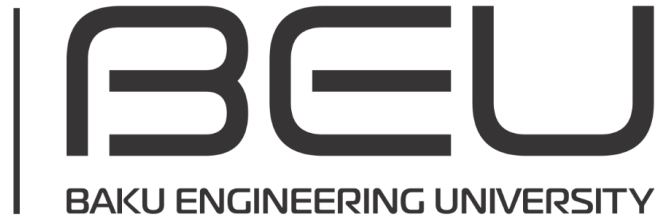
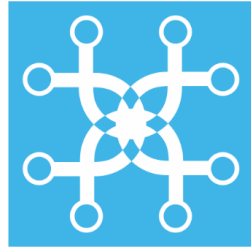
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9. Communication with the project team members, partners and coordinator

BEU contacts/communicates with all partners as well as the “CRENG” project consortium members using below tools and opportunities:

- Email;
- Skype calls;
- Mobile/Phone calls;
- Face to face communication during the meetings and events.





Thank you for you attention!



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