PROJECT TIMESHEET

Project number :	561688-EPP-1-2015-1-XK-EPPKA2-CBHE-JP
Surname :	Stanišić
First Name :	Milovan
Institution :	SINGIDUNUM University
Country :	Serbia
Position :	President
Staff Category [1] :	Manager

Year	Month	Number of Days	Work Package	Description of tasks performed and outputs produced
2018	May	3	Quality	5.4. Monitoring the first generation of students and 5.5. analysis of the students feedback: Management and quality control
2018	June	3	Management	5.6. Organisation of students practice with bussiness partners; 6.1. regular quality board meetings; 6.4. Internal evaluation of project-management and quality control
2018	July	3	Management	7.1. Making plan for promotion of internal meetings in partner institution; 7.2. promotion on Website&Social Network;7.3. Promotion in WB HEIs
2018	October	3	Management	8.2. Creation of academic sustainability plan management; 8.3. Creation of financial sustainability plan management;9.4. day to day coordinatio
2018	November	3	Management	5.3. Control of implementation of academic study programme
2018	December	3	Management	5.3. Control of implementation of academic study programme

Total days:	18

[1] Please refer to Section 3.3.1.1 (Staff costs) of the Guidelines for the Use of the Grant. Time-sheets have to be attached to each Staff convention.

Signature of the staff member :

Signature of the person responsible in the institution (where the staff member is employed) :

УНИВЕРЗИТЕТ СИНГИДУНУМ IV БЕОГРАД