**Only template! The participants fill in on-line version of this form.**

**To get the link, please contact Dům zahraniční spolupráce.**

**FINAL REPORT: STAFF**

1. ***General***
   1. ***Project number:*** ………………………………………………………….
   2. ***Participant***

Name: ………………………………………………………….

Gender:

* + - Female
    - Male

I am a member of the:

* Teaching staff at my sending institution
  + - Administrative staff at my sending institution
    - Other (please, specify): ........................................................................
  1. ***Sending (home) institution***

Country of the sending institution:

* + - Czech Republic
    - Iceland
    - Liechtenstein
    - Norway
    - Switzerland

Name of the sending school / institution: ………………………………………………………….

Faculty / department (if relevant): ………………………………………………………….

* 1. ***Receiving institution***

Country of destination:

* Czech Republic
* Iceland
* Liechtenstein
* Norway

Name of the receiving school / institution: ………………………………………………………….

* 1. ***Mobility period***

Type of activity

* + - mobility for teaching 🗌 combined mobility for teaching and training
    - mobility for training / job shadowing / study visits

Duration of the mobility period (without travel days): from ………………to ………………. *(DD/MM/YYYY)*

* 1. ***What of the below elements did your mobility period include?***
     + lectures
     + job-shadowing
     + tutorials / seminars / workshops
     + research supervision of students
     + distance teaching / online courses
     + joint events and seminars
     + planning of future EEA Grants cooperation

1. ***Motivation***
   1. What were your main motivations for going abroad? I wanted:
      * to acquire knowledge and specific know-how from good practice abroad
      * to develop my own competences in my field and increase the relevance of teaching
      * to increase my knowledge of social, linguistic and/or cultural matters
      * to gain practical skills relevant for my current job and professional development
      * to build up new contacts and expand my professional network
      * to reinforce cooperation with the partner institution
      * to share my own knowledge and skills with students
      * to increase my job satisfaction
      * to improve services offered by my sending institution
      * other (please, specify): ………………………………………………………….
   2. Have you already participated in an exchange / mobility programme?
      * No
      * Yes, in Erasmus+
      * Yes, in other programmes (please, specify): ………………………………………………………….
2. ***Overall satisfaction***
   1. How satisfied were you with the support provided by your sending institution?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Very satisfied | Rather satisfied | Neither satisfied nor dissatisfied | Rather dissatisfied | Very dissatisfied |
| Administrative support arrangement |  |  |  |  |  |
| Help with personal needs and problems |  |  |  |  |  |

* 1. How satisfied were you with the support provided by your receiving institution?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Very satisfied | Rather satisfied | Neither satisfied nor dissatisfied | Rather dissatisfied | Very dissatisfied |
| Administrative support arrangement |  |  |  |  |  |
| Help with personal needs and problems |  |  |  |  |  |

* 1. Were you satisfied with the quality of learning and teaching at the receiving institution?

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Very satisfied | Rather satisfied | Neither satisfied nor dissatisfied | Rather dissatisfied | Very dissatisfied | Not applicable |
| Teaching experience |  |  |  |  |  |  |
| Learning experience |  |  |  |  |  |  |
| Effectiveness of the mobility for your career and personal development |  |  |  |  |  |  |

* 1. How satisfied are you with your EEA Grants mobility experience in general?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Very satisfied | Rather satisfied | Neither satisfied nor dissatisfied | Rather dissatisfied | Very dissatisfied |
|  |  |  |  |  |

1. ***Skills and competences***
   1. Have you acquired new knowledge?
      * Yes
      * No
      * I don’t know
   2. Thanks to this mobility activity…..

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Strongly Agree | Rather agree | Neither agree nor disagree | Rather disagree | Strongly  Disagree |
| I have learned about good practices abroad |  |  |  |  |  |
| I have experimented and developed new learning practices or teaching methods |  |  |  |  |  |
| I have gained practical skills relevant for my current job and professional development |  |  |  |  |  |
| I have enhanced my organisational / management / leadership skills |  |  |  |  |  |
| I have reinforced or extended my professional network or built up new contacts |  |  |  |  |  |
| I have reinforced cooperation with the partner institution |  |  |  |  |  |
| I have increased my social, linguistic and/or cultural competences |  |  |  |  |  |

1. ***Costs***
   1. To what extent did the support from the EEA Grants cover your overall expenses related to your mobility?
      * 0 – 25 %
      * 26 – 50 %
      * 51 – 75 %
      * 76 – 100 %
2. ***Conclusions***
   1. What was the most important benefit for you? What did you enjoy most?

………………………………………………………………………………………………………………………………

* 1. Do you have any concerns, comments or recommendations regarding the mobility? What could be improved?

………………………………………………………………………………………………………………………………

1. ***GDPR declaration***

*I confirm that I have read the Principles of Personal Data Protection and EEA Grants Notification available at* [*https://www.dzs.cz/en/about-dzs/gdpr\_en/*](https://www.dzs.cz/en/about-dzs/gdpr_en/)