Cooperation for Holistic Agriculture Innovation Nests in Sub-Saharan Africa

GRANT AGREEMENT NUMBER 101082963

D1.1. VPO-Virtual Project Office

Virtual Project Office (VPO) is an virtual cloud containing partner folders to which partners have access via institutional coordinators credentials for access to HSWT Moodle platform. The partners will use the VPO to upload project documentation and financial supporting documents to their folders.

Management tool internal WbMoodle

Source: https://wbmoodle.hswt.de/

The CHAIN project brings together 10 different partners in six countries. This kind of international work requires good communication, good management and a common structure to get everyone involved. To bring everyone together and to share documents, tasks and information, CHAIN uses the web portal wbmoodle.

Wbmoodle is a Platform for continuing education and internationalisation at Weihenstephan-Triesdorf University of Applied Sciences. It is published on behalf of the president of the HSWT.

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WbMoodle module E+ CBHE Project CHAIN – 101082963

The HSWT Moodle platform serves as a comprehensive hub for project coordination. It allows project coordinators to share essential documents and provides participants access to workshop materials, updates on upcoming workshops through forum communication, and the ability to collect and analyze evaluation data. This centralized system enhances collaboration and transparency among all stakeholders.

Link: https://wbmoodle.hswt.de/course/view.php?id=3455

Before being able to use the BASIS module, each member of the project must create an account on HSWTWBMoodle.

After successful registration you will receive an email from the IT-Service of HS Weihenstephan-Triesdorf (servicedesk@hswt.de) with a link to confirm your registration. Please open this link in your internet browser!
On the wbmoodle page you will see the message "Registration has been confirmed". Please click on the "Continue" button.
Congratulations! The CHAIN module is now open for you to use! Go to E+CBHE Project CHAIN -101082963.

Do you already have an account on HSWTWBMoodle? Then log in and go to E+CBHE Project CHAIN -101082963. (the login key is: CHAIN2023).
Please don't create more than one account. If you forget your password, you can reset it at any time by clicking on "Forgot your password?

WbMoodle management

One or two people with IT skills will be delegated from each university. These people will be responsible for managing the portal and uploading/updating the required information/data on the CHAIN portal. The IT Team

WbMoodle can be adapted to the needs of each project. The tools currently used are for uploading folders, documents or providing information. All possible tools that can be used in wbmoodle are shown below.

To edit in the wbmoodle portal it is necessary to enter the "edit mode". The interface will change and it is possible to start editing all the details.

Structure of the CHAIN Module

In the CHAIN module, the following structure has been developed, as shown in Picture 1 and 2..

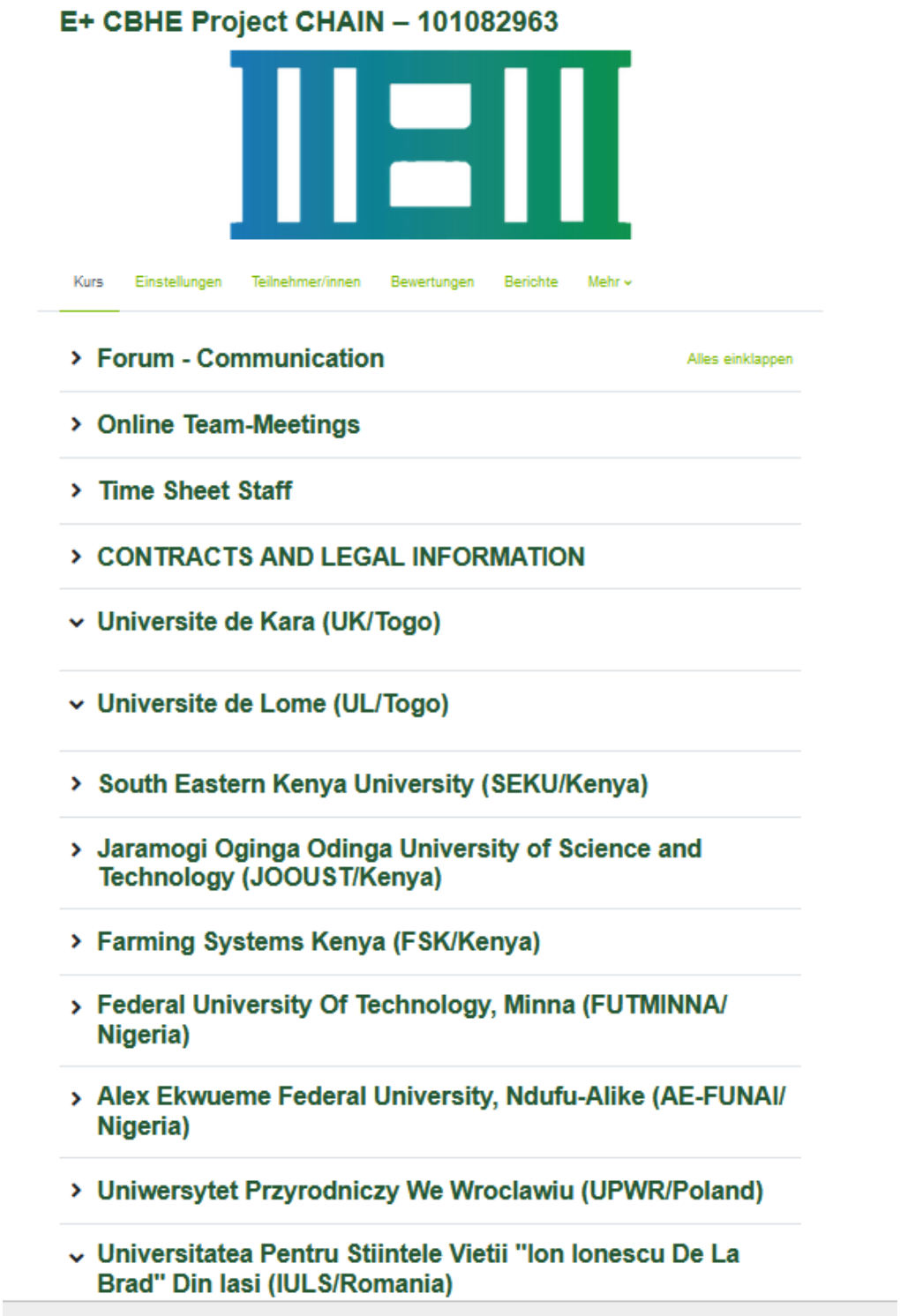

Figure 1: Screenshot of the HSWT Moodle course for the CHAIN Project, showing folders for all partner universities.

Figure 2: Overview of subjects and work packages listed in the HSWT Moodle course for the CHAIN Project

Contracts and Legal Information

The next topic is "Contracts and Legal Information". There are folders containing the CHAIN documents. The CHAIN project proposal, Financial Regulation, the Grant Agreement, the Consortium Agreement and the Information by SyGMA are stored here. (Picture 4)

Figure 3: Content of “Contracts and Legal Information” part

Deliverables and Reporting

"Deliverables and Reporting” allows partners upload the documengs (reports, evidences, pictures, newsletters etc.) regarding the deliverables and milestones of the CHAIN. Each university that has done any event, task or activity regarding the project plan, can upload the evidence in this part (figure 4).

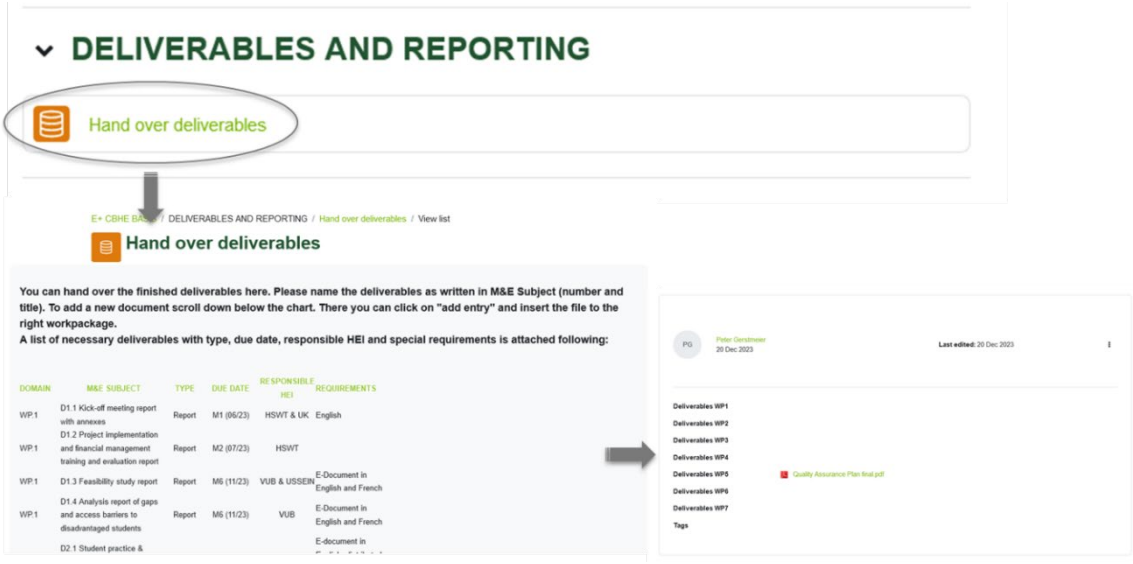

Figure 4: The CHAIN deliverables evidence repository

How do I submit the evidence of deliverables?

This can easily be done in 4 steps (see figure 5).

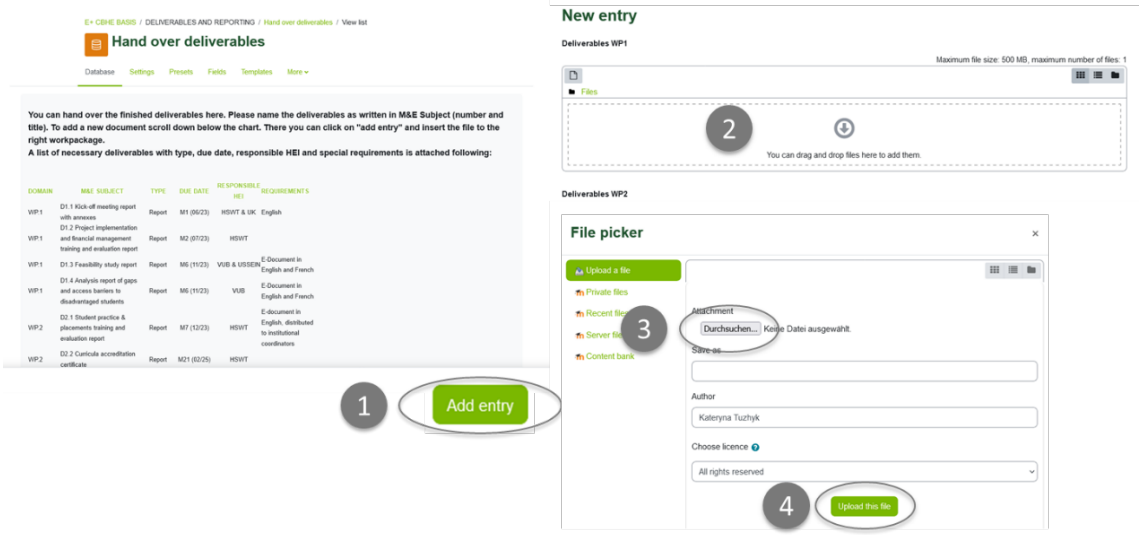

Figure 5. Illustrated way of uploading a file to the "Hand over deliverables" section

1. Press "Add entry"
2. Drag and drop the preferred file
3. Press "Durchsuchen…" and select the preferred file on your device or external storage
4. Press "Upload the file".

Document submitted by one can be viewed and downloaded by other member of the project. This tool allows easy exchange between partners with data.

Annex 1 provides a list of deliverables divided into work packages for ease of reference.

Evaluation

This part consists of surveys. Regarding the QA regulations, all activities, events in the framework of CHAIN have to be evaluated by the participants according to the Key Performance Indicators (KPI) of the CHAIN project.

Each evaluation must be completed as soon as it has been created with all the requirements (gender, number of participants, see QA plan). This is an EU requirement.

How do I add the evaluation questioner to the section?

This can easily be done in 4 steps (see figure 6):

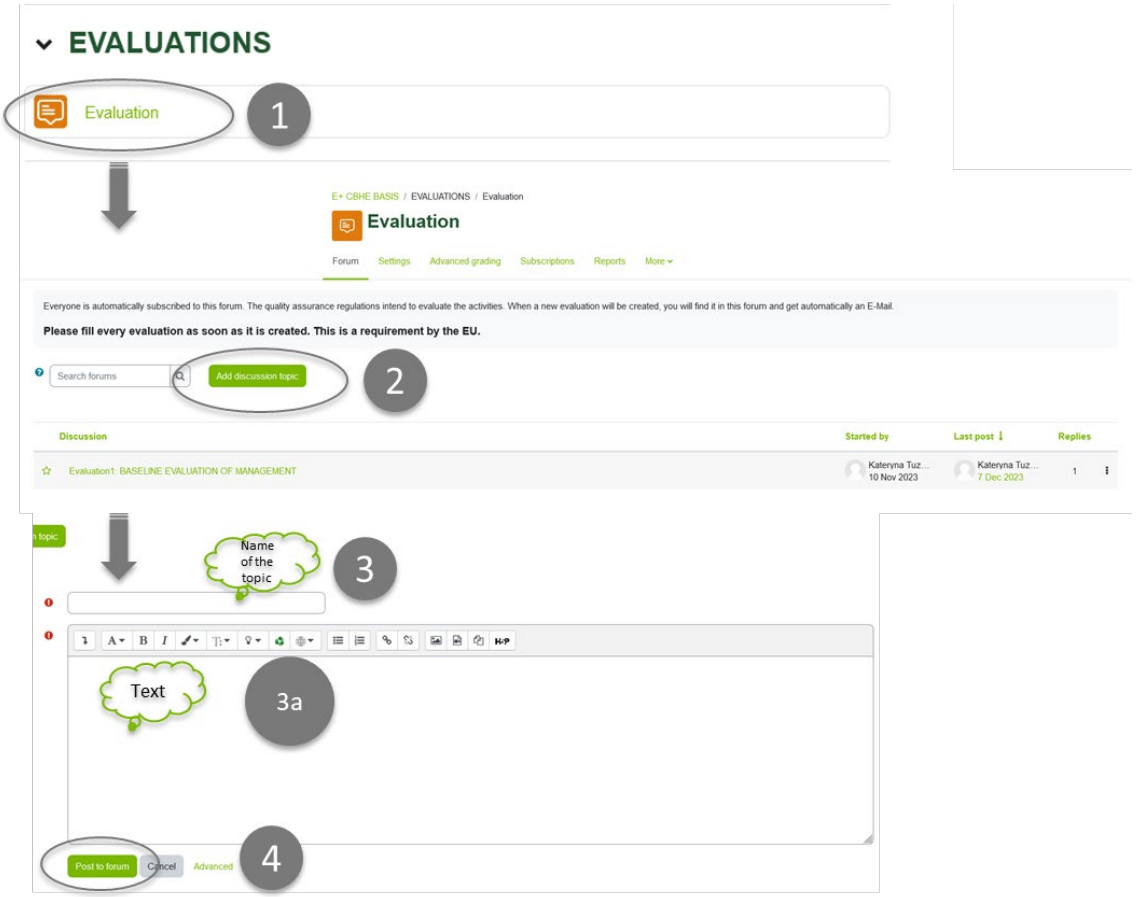

Figure 6. Illustrated way of adding the quetioners to the “Evaluation” section

1. Press the “Evaluation” button
2. Press “Add new topic”
3. Type the name of the topic
   3a. Write the text (link of the questioner, QR code etc)
4. Press “Post to forum”

In order to ensure that information reaches all partners, **everyone is automatically subscribed** to this forum. This means that in case of any activity (e.g. a new evaluation is created), all members will automatically receive an email with a link to the survey.

Dissemination Materials

Dissemination material (e.g. posters, social media images or information) can be downloaded and found here. All rights reserved. If someone doesn't want to be published, don't put them in the picture!

Learn more about private data here: https://www.consilium.europa.eu/en/policies/data-protection/

How do I add the evaluation questioner to the section?

This can easily be done in 5 steps (see figure 7):

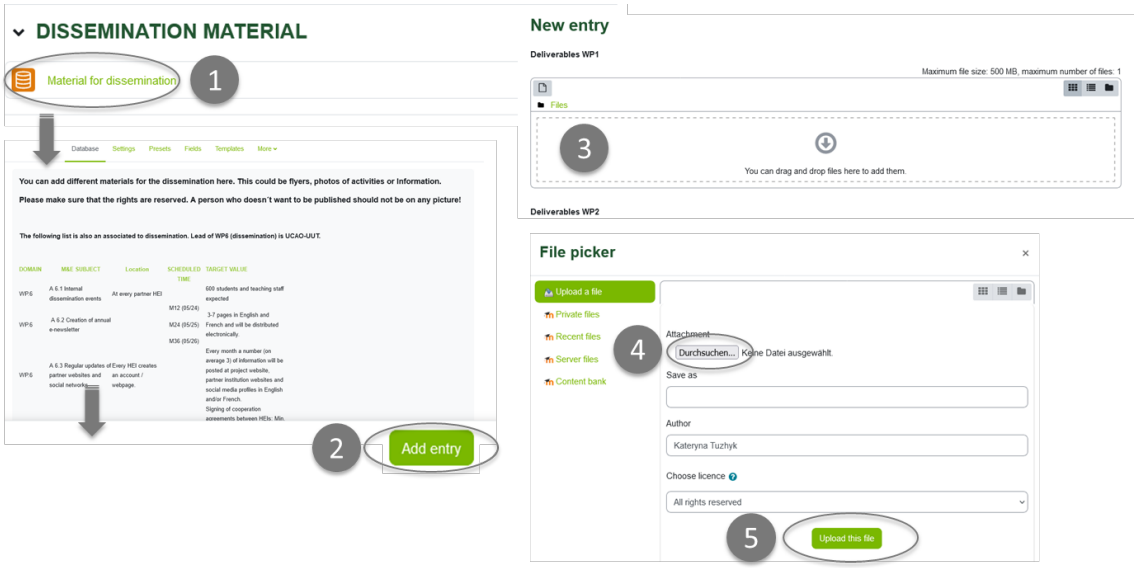

Figure 7. Illustrated way of adding the data to the "Dissemination material" section

5. Press the "Material for dissemination"
6. Press "Add entry"
7. Drag and drop the preferred file
8. Press "Durchsuchen…" and select the preferred file on your device or external storage
9. Press "Upload the file".

Steering Committee

The Steering Committee has its own section to share its documents. The Steering Committee includes all the directors of the higher education institutions. General agreements, documents and minutes of meetings are shared there (figure 8).

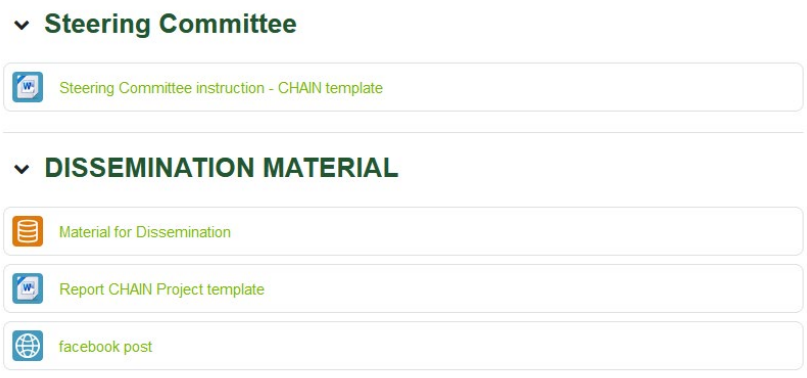

Figure 8: Steering Committee sector, CHAIN

Work Packages 1 - 7

Each work package also has a space for sharing and store project information. Documents can be uploaded by any CHAIN member from any university with IT access. The CHAIN project consists of 6 work packages (WPs) (see figure 1)

1 WP.1 is preparatory WP and will last for 6 months. It has 8 tasks which will allow the project team to prepare for implementation (create virtual office, implementation instruments, project teams) and update the data necessary for planning activities implementation in the vertical WP.

2 WP.2 is about creating new master program and innovating agricultural curricula. It has 6 tasks that will cover the development of master program in FVC, accreditation and enrolment of students. Accomplishment of WP.2 leads to fulfilling of specific objective #1.

3 WP.3 is about innovation of teaching and improving teacher skills and shifting practices towards more diverse, entrepreneurial and student-centered educational teaching which stimulates innovation and entrepreneurship. It has 5 tasks. Accomplishment of WP.3 leads to fulfilling of specific objective #2.

4 WP.4 is about creation of C.H.A.I.N. nests: Collaborative Holistic Agriculture Innovation Nests, and providing innovation and entrepreneurship support to students and entrepreneurs. It has 10 tasks. Accomplishment of WP.4 leads to fulfilling of specific objective #3.

5 WP.5 has 7 tasks focusing on communication with target groups, dissemination of resources and ensuring impact and sustainability of project results.

6 WP.6 has 5 tasks related to robust project and finance management and quality control.

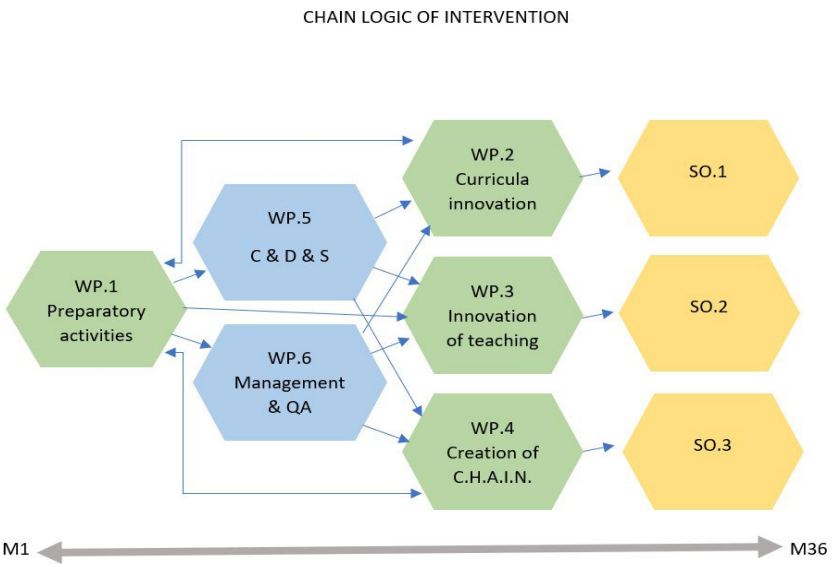

Figure 9: CHAIN Logic of Intervention

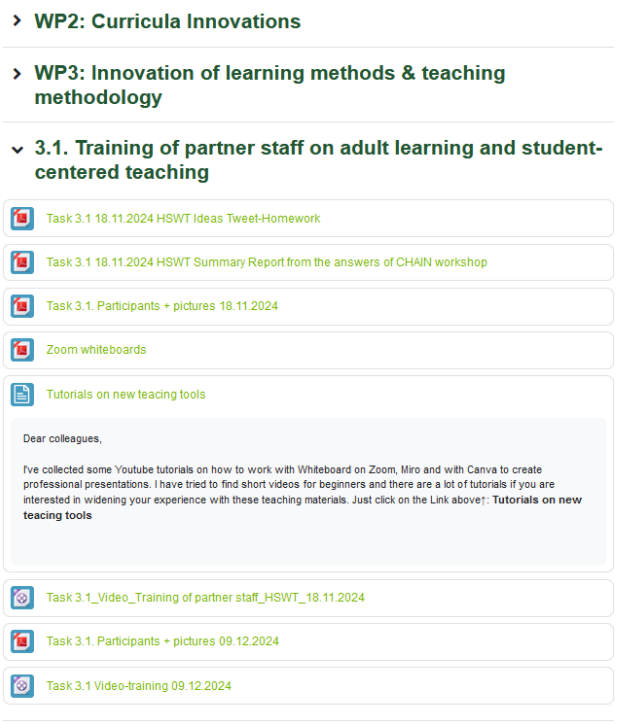

Figure 10: Example of the structure of a work package within Wbmoodle platform.

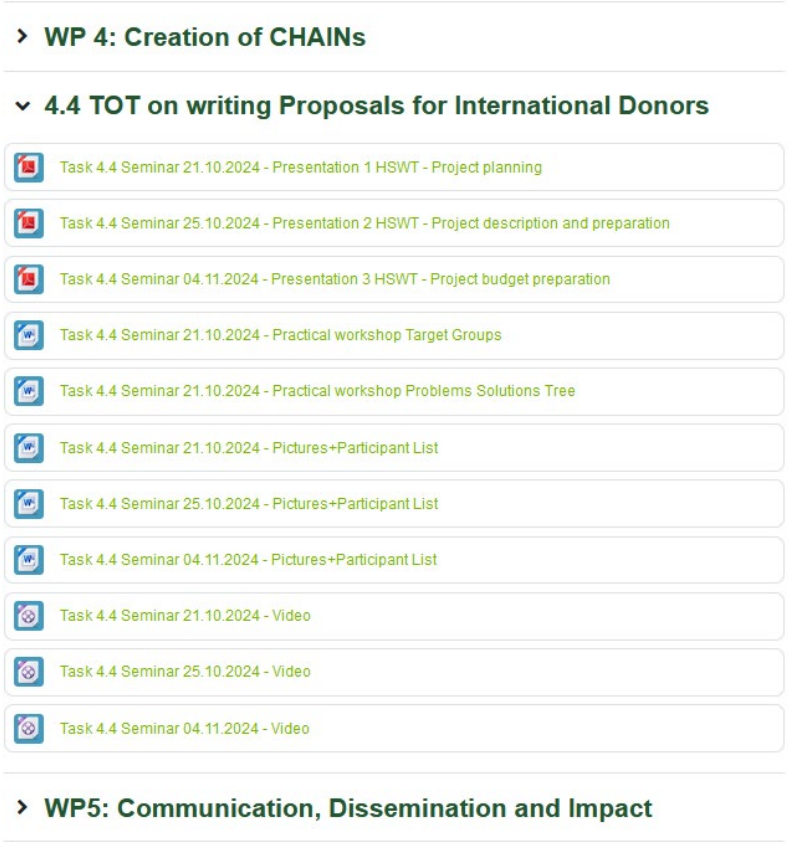

Figure 11 Example of the structure of a work package within Wbmoodle platform.

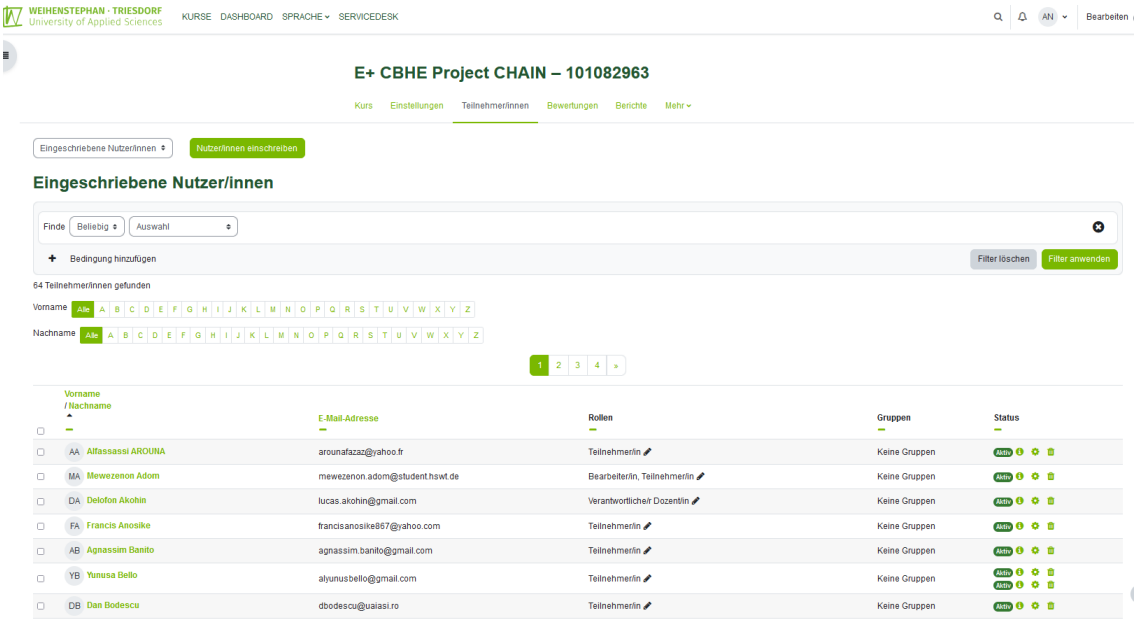

Figure 12: Screenshot displaying the number of course participants (64) in the CHAIN Project Moodle platform.

Courseparticipants (64)

Nr	Name	Surname	E-Mail-Adresse
1	Alfassassi	AROUNA	arounafazaz@yahoo.fr
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4	Francis	Anosike	francisanosike867@yahoo.com
5	Agnassim	Banito	agnassim.banito@gmail.com
6	Yunusa	Bello	alyunusbello@gmail.com
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