EUROPEAN GaNoM
Education, Research & Innovation

ACTIVITY SHEET

MAPPING AND BRAINSTORMING WORKSHOP ON IMPACTS IN EU-FUNDED PROJECTS





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1. FORMAT AND OBJECTIVES

The mapping and brainstorming workshop is a collaborative activity which aims to stimulate collective discussion and encourage reflection on designing and evaluating impacts in EU-funded projects.

The workshop combines a **set of three activities:**

- **A theoretical introduction** (20 -35 minutes) to provide participants with an overview of :
  - EU expectations for project impacts
  - Exemple of impacts in EU programmes
  - Evaluation mechanisms
- **A mapping game** on project indicators (20 minutes) - *see methodology section*
- **A brainstorming session** on evaluation tools (15 minutes) - *see methodology section*



Average duration of the workshop : 1h - 1h15

1 trainer

Topic which is relevant for the whole EU project life cycle

Combines expertise in research and education projects, enabling synergies and sharing of best practices

2. METHODOLOGY

01 Before the activity



The trainer :

- Chooses a **set of indicators** (applicable for research and/or education projects)
- **Prints** several sets of indicator cards and title cards (monitoring / impact; quantitative; qualitative) and cuts them out
- **Prepares envelopes** and inserts the sets of indicators

02 Theoretical introduction

20-30 minutes



The trainer gives a short presentation on how to plan and evaluate impacts in Erasmus + and/or Horizon Europe projects, based on best practices and experience sharing.

03 Mapping game on indicators

20 minutes



The trainer splits participants into groups (5-6 max.). Then, he/she **introduces the game**.

Each group receives an envelope containing the sets of indicators as well as title cards (monitoring / impact; quantitative; qualitative).

Based on the cards, groups :

- Discuss and categorise each indicator into monitoring/impact as well as quantitative /qualitative
- **Finalise their map of indicators** into the different categories through a clear display on the table

04 Brainstorming on evaluation tools

15 minutes



- Groups **discuss potential tools** to be used to evaluate the listed indicators
- For each indicator, they write down their best idea on the indicator card

3. PREPARATION TASKS AND MATERIALS

Preparation tasks for the trainer :

- Prepare a time scenario on an EXCEL sheet
- Prepare an introduction (PPT format)
- Prepare and print **sets of indicator cards** as well as **title cards :**
  - Monitoring
  - Impact
  - Quantitative x2
  - Qualitative x2



Preparation tasks for the host organisation

- Arrange one large room
- Prepare one videoprojector
- Prepare a set of tables and chairs for each group

In the toolkit, you will find :

- **Time scenario template (EXCEL)**
- **A set of indicators and title cards to print (English)**
- **Template of introduction PPT**

4. ACTIVITY TRANSCRIPT



After the activity, it is recommended to organise a **short conclusion session** to :

- Share questions or problems encountered during the mapping of indicators (activity n°2)
- Share inputs on identified evaluation tools (activity n°3)

This conclusion session can be used to write down a short report on the workshop.

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