

ERASMUS+ PROGRAMME
Project Number: 618509-EPP-1-2020-1-JO-EPPKA2-CBHE-JP

ECO-CAR:
Vocational Training Diploma on Electrical and Hybrid Vehicles

Minutes of
4th Steering and Scientific Committees Meeting

March 15th – 17th 2023
Wednesday – Friday

University of Deusto - Bilbao, Spain

Location: <https://goo.gl/maps/fQTXn4kJs5dUFoEa6>
ZOOM Link: <https://bit.ly/3K2SnGz>





Participants List

Name	Institution
Prof. Ahmed Al-Salaymeh	The University of Jordan
Eng. Dania Sreihin	The University of Jordan
Dr. Luay Zeatoun	Jordan University of Science and Technology
Eng. Salaheddin Abu Yahya	Jordan University of Science and Technology
Prof. Omer Maaitah	Mutah University
Dr. Mohammad Almajali	Mutah University
Prof. Mohammad Saraireh	Mutah University
Dr. Wa'el Adaileh	Tafila Technical University
Dr. Ahmad Mustafa	Tafila Technical University
Dr. Isam Qasem	Al- Balqa' Applied University
Dr. Mamoun Al-Smadi	Al- Balqa' Applied University
Dr. Hanan Saleet (Online)	Applied Science Private University
Dr. Muhannad Al-Tarifi	Al-Hussein bin Abdullah II Technical University
Eng. Yousef Okour	Al-Hussein bin Abdullah II Technical University
Prof. Tarek Tutunji (Online)	Al-Hussein bin Abdullah II Technical University
Dr. Loai Dabbour (Online)	Al-Zaytoonah University of Jordan
Prof. Salman Ajib	Technische Hochschule Ostwestfalen-LIPPE (TH-OWL)
Mr. Wolfgang Langner	Technische Hochschule Ostwestfalen-LIPPE (TH-OWL)
Dr. Florian Ringbeck (Online)	Rheinisch-Westfaelische Technische Hochschule Aachen (RWTH-Aachen)
Prof. Michele Anatone	Universita of L'Aquila (UNIVAQ)
Dr. Carlo Villante	Universita of L'Aquila (UNIVAQ)
Dr. Ivan Dyukarev	University of Deusto (UD)
Sara Goitia Ubierna	University of Deusto (UD)
Dr. Jon Garcia Barruetaña	University of Deusto (UD)
Izaskun Liñero	University of Deusto (UD)
Gloria Zaballa	University of Deusto (UD)
Sandra Marcos (EE)	UPSA
Elena Arrate	University of Deusto (UD)
Nerea Trabudua	University of Deusto (UD)
Eng. Ádám Nyerges	Budapest University of Technology and Economics (BME)
Dr. Clio Vossou (online)	National Technical University of Athens (NTUA)

Minutes of the Meeting

The 4th Steering and Scientific Committees Meeting was conducted in University of Deusto (UD) in Bilbao, Spain on March 15th -17th, 2023. In addition, ZOOM video conferencing has been launched in parallel for whom could not attend the meeting physically.

The meeting started by a welcome speech by the project local coordinator at UD Dr. Ivan Dyukarev introducing UD in brief to the participants. Then, a welcome speech by the project general coordinator Prof. Ahmed Al-Salaymeh and viewing the agenda of the meeting.

ECO-CAR Project in Brief

Prof. Ahmed Al-Salaymeh presented ECO-CAR project in brief. He outlined the project objectives, indicators, progress of work packages and their expected results. Prof. Al-Salaymeh has underlined the achievements of each WP up to date and what is expected from each WP to be achieved in the upcoming months. After that sessions started where each work package leader has presented the work package progress and upcoming activities:

ECO-CAR Work packages (WPs)

WP1: Establishing university-enterprise cooperation

Duration: M1 to M36

Lead University: Jordan University of Science and Technology (JUST)

Co-Lead University: Mutah University (MU), Al-Hussein bin Abdullah II Technical University (HTU) & Universidad de la Iglesia de Deusto Entidad Religiosa (UD)

Overall Plan:

Number	Plan	Duration
1	Proactively identify and seek out network members from different locations.	M1
2	Provide the network members with the needed information about the project aims and activities.	M1
3	Prepare a registration form.	M1
4	Creating a Network of Community Support professionals, potential funders and investors and other stakeholders. The Network members will be involved in different activities of the project.	M5
5	Conduct meetings with enterprises to include them in the design and implementation of the project, to understand stakeholders' interests, concerns and culture.	M5

6	Organise workshops and seminars to exchange information.	M6-M36
7	Sign collaboration agreements with enterprises and training centres to let the students make their internships.	M6

Eng. Salaheddin Abu Yahya (JUST) presented the progress of this work package, registration form as two versions are prepared (Arabic and English) to accommodate with the mother language of the target sector, and the number of registered members in the network since the collected responses are stated below:

Jordanian Partners	Number of network members registered	Remained number of network members to be registered	European Partners	Number of network members registered	Remained number of network members to be registered
UJ	13	0	TH-OWL	2	2
JUST	13	0	UD	3	1
TTU	10	0	NTUA	5	0
BAU	8	2	RWTH-Aachen	1	3
MU	9	1	UNIVAQ	0	4
HTU	9	1	BME	1	3
ASU	7	3	Total	<u>12 members</u>	<u>13 members</u>
ZUJ	9	1			
Total	<u>78 members</u>	<u>8 members</u>			

And agreed on the following:

No.	Task	Responsibility	Deadline
1.	UNIVAQ have to provide at least 2 members for ECO-CAR Network. Also, RWTH-Aachen, TH-OWL, BME still have to provide at least 1 more member.	BME, RWTH-Aachen, TH-OWL, and UNIVAQ	31 May 2023
2.	Website to be updated with the stakeholders' logos, emails and brief.	JUST	30 April 2023
3.	Organise workshops and seminars to exchange information. <ul style="list-style-type: none"> - 2 workshops were conducted. - Each university to conduct one workshop. 	All partners	Continuous progress



4.	Sign collaboration agreements with enterprises and training centres to let the students make their internships. - 3-5 agreements for each partner - 25-40 total, 31 May 2023	All partners	31 May 2023
5.	To invite one stakeholder to give lecture in their university.	All partners	- MU 27 March, - JUST,UJ April, - BAU, TTU, HTU May. - ASU, ZUJ to send an email with the suggested dates.
6.	Newsletters to be circulated to stakeholders	HTU with JUST	31 Mar 2023

WP 2: Baseline Study

Duration: M1 to M6

Lead University: Applied Science University (ASU)

Co-Lead University: Tafila Technical University (TTU), Al-Balqa Applied University (BAU) & Universita Degli Studi Dell'Aquila (UNIVAQ)

Overall Plan:

Number	Plan	Duration
1	WP leader will set a detailed plan for the WP.	M1
2	WP leader will design the four surveys in coordination with WP5 leader and submit them to be approved by Technical Committee.	M2
3	Partners will circulate the surveys to the target groups.	M2
4	Co-leaders will analyze the responses under the leader supervision and generate one report.	M4
5	Other WP's will be based on generated results of this surveys.	M5
6	Progress report to be provided by WP leader every 6 months based on collected feedback from Co-Leaders.	M6

Dr. Hanan Saleet (ASU) presented the progress of this work package and the action plan, and agreed on the following:

No.	Task	Responsibility	Deadline
1.	Final version of the report has been submitted and approved by all partners and stakeholders	WP leader and scientific committee	submitted
2.	The scientific paper has been finalized and submitted to the International Journal of Integrated Engineering, and to be resubmitted to another journal due to some issues in the previous journal.	UJ, ASU, BAU, TTU	submitted
3.	Distribute tasks among participants for preparing the 2 nd research paper. Suggested topic "The outputs from the sustainability WP for the ECO-CAR project"	ASU	15 April 2023

WP 3: Capacity Building

Duration: M5 to M33

Lead University: National Technical University of Athens (NTUA)

Co-Lead University: Applied Science University (ASU), Rheinisch-Westfaelische Technische Hochschule Aachen (RWTH Aachen) & Budapesti Muszaki es Gazdasagtudomanyi Egyetem (BME)

Overall Plan:

Number	Plan	Duration
1	WP leader will set a detailed plan for the WP.	M5
2	WP leader will set selection criteria for the workshops.	M5
3	Workshop topics will be matching the hosting university expertise (Topics in electrical and hybrid vehicles and how to prepare and teach e-courses): a. (6) Training workshops in 5 EU countries for (90) academic and technical staff, (M7, M10, M13, M16, M19, M21). b. (1 or 2) Training workshop in 3 or 4 EU countries for (24) students in Europe, (M30-M33). c. (8) Technology-enhanced (In-house) teacher training for (600) staff member.	M7-M33
4	Progress report to be provided by WP leader every 6 months based on collected feedback from Co-Leaders.	

Dr. Clio Vossou (NTUA) presented the progress of Capacity Building Plan work package and the action plan. Also, each EU partner presented a brief of the training workshop they have held for staff or will held (dates and subjects, etc.) were presented as following:

- **TOT Workshops by EU:**

University	Presenter	Details	Deadline to Nominate participants
Budapest University of Technology and Economics (BME)	Eng. Ádám Nyerges	Eng. Nyerges has presented the Outcomes of the workshop at BME	-
Rheinisch-Westfaelische Technische Hochschule Aachen (RWTH-Aachen)	Florian Ringbeck	Florian has presented the Outcomes of the workshop at RWTH-Aachen	-
Universidad de la Iglesia de Deusto (UD)	Dr. Jon García-Barruetabeña	Dr. Jon has presented the Outcomes of the workshop at UD	-
Technische Hochschule Ostwestfalen-LIPPE (TH-OWL)	Prof. Salman Ajib	The date was sent (8-12 May 2023) and the topics of the workshop were selected.	20 March 2023
National Technical University of Athens (NTUA)	Dr. Clio Vossou	The date was sent (18-22 Sep 2023) and the topics of the workshop were selected.	31 May 2023
Universita of L'Aquila (UNIVAQ)	Prof. Michele Anatone Dr. Carlo Villante	The date was sent (11-15 Sep 2023) and the topics of the workshop were selected.	30 April 2023

- **EU visits:**

Universities	Proposed Dates
TH-OWL	
BME	
UD	October- November (tbc)
UNIVAQ	
NTUA	November (tbc)



RWTH	August – September (tbc)
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- **Student training:**

University	Date	Deadline to Nominate participants
TH-OWL	12-23 June 2023	31 March 2023
BME	11-22 September 2023 (tbc)	15 May 2023
UNIVAQ	11-22 September 2023	15 May 2023

Following were agreed on:

No.	Task	Due Date
1.	Next online workshops will be by ZUJ.	July, 2023
2.	Next staff training will be by TH-OWL in May, 2023.	8 – 12th May 2023
3.	Update the “Capacity Building Plan” report to include the physical training workshops for the students, and EU visits to Jordan.	15.04.2023
4.	Each JO partner has to name 2 representatives (and other 2 backup names) for each upcoming workshop at EU partner based on their relevance to the workshop topic.	Once the workshops dates and topics are set up
5.	Students training to take place in three EU universities.	September 2023
6.	Each JO partner has to name 1 student (and other 1 backup name) for each upcoming student training at EU partner based on selected criteria.	Once the training dates and topics are set up
7.	EU visits to Jordan and to be confirmed.	November 2023

WP 4: Establishment of EV/HEV labs

Duration: M6 to M21

Lead University: Al-Balqa Applied University (BAU)

Co-Lead University: The University of Jordan (UJ), Jordan University of Science and Technology (JUST) & National Technical University of Athens (NTUA)

Overall Plan:

Number	Plan	Duration
1	WP leader will set a detailed plan for the WP.	M2
2	Prepare a list of main components in ECO-CAR centers.	M2

3	WP leader and co-leaders will set the list of needed equipment based on WP2.	M4
4	Central Tender is published.	M10
5	Center is fully equipped and operational.	M18
6	Center establishment.	M21
7	Progress report to be provided by WP leader every 6 months based on collected feedback from Co-Leaders.	

Dr. Ma'moun Al-Smadi (BAU) presented the progress of this work package and the action plan, all equipment received by the universities to be received soon.

And was agreed on:

No.	Task	Responsibility	Due Date
1.	Receive rest of Equipment by Jordanian Partners.	JO partners	April, 2023
2.	Setup equipment in center/Lab in the relevant department, and stick EU stickers to all equipment.	JO partners	April, 2022
4.	Prepare reports in each university for the lab and equipment to be sent to WP leader and JU.	JO partners	30 April 2023

WP5: Developing ECO-CAR Professional Diploma

Duration: M4 to M34

Lead University: Budapesti Muszaki es Gazdasagtudomanyi Egyetem (BME)

Co-Lead University: The University of Jordan (UJ), Technische Hochschule Ostwestfalen-LIPPE (TH-OWL), Rheinisch-Westfaelische Technische Hochschule Aachen (RWTH Aachen) & Universita Degli Studi Dell'aquila (UNIVAQ)

Overall Plan:

Number	Plan	Duration
1	WP leader will set a detailed plan for the WP with due dates.	M4-M6
2	Courses selection based on WP2 results.	M7
3	WP leader will prepare a course outline template with learning outcomes.	M8
4	Creation of committees responsible to develop the selected courses.	M9
5	Diploma accreditation.	M12
6	Tuning Workshop.	M15
7	Courses are developed.	M20
8	Piloting phase.	M16-M34

9	Progress report to be provided by WP leader every 6 months based on collected feedback from Co-Leaders.	
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Prof. Ahmed Al-Salaymeh has briefly discussed the progress of this work package and its tasks.

First session: each cluster leader presented the cluster courses:

University	Presenter
Cluster 1: Hybrid and Electric Vehicle Basics	Dr. Ma'moun Al-Smadi
Cluster 2: Battery Storage Technology, Charging systems, and Recharging Infrastructure	Eng. Florian Ringbeck
Cluster 3: Electric and Hybrid Vehicles Diagnosis for Maintenance and Repair	Dr. Wael Adaileh
Cluster 4: Internal Combustion Engines in Hybrid Vehicles	Eng. Adam Nyerges
Cluster 5: Automotive Electricity, Electronics, Sensors, and Actuators	Dr. Muhannad Al-Tarifi
Cluster 6: Vehicle Dynamics	Dr. Hanan Saleet
Cluster 7: Health and Safety	Dr. Mohammad Almajali
Cluster 8: Electrical Machines and Drives	Prof. Salman Ajib
Cluster 9: Labs & Workshops	Dr. Ma'moun Al-Smadi

And agreed on the following:

No.	Task	Responsibility	Deadline
1.	Review courses for FG2 and FG3 translated to Arabic by each cluster committee.	Clusters Committees	30 April 2023
2.	Cluster 9 to be completed	Cluster 9 Committees	30 April 2023
3.	All recordings for FG3 courses	Vocational diploma committee	30 April 2023

Second session: each university presented the Diplomas implementation:

University	Starting date	Students enrolled
The University of Jordan (UJ)	Vocational Diploma (2/10/2022)	23 students



Jordan University of Science and Technology (JUST)	Vocational Diploma (27/12/2022)	11 students
Mutah University (MU)	Vocational Diplomas (1/9/2022)	13 students
Tafila Technical University (TTU)	Community College Diploma (2/10/2022)	17 students
	Vocational Diploma (26/3/2023)	15 students
Al-Balqa Applied University (BAU)	Community College Diploma (9/10/2022)	56 students
	Vocational Diploma (26/2/2023)	7 students
Al-Hussein bin Abdullah II Technical University (HTU)	Vocational Diploma (11/9/2022)	22 students
Applied Science University (ASU)	Vocational Diploma 1 st batch (15/10/2022) 2 nd batch (5/3/2023)	1 st batch: 15 students 2 nd batch: 13 students
Al-Zaytoonah University of Jordan (ZUJ)	Vocational Diploma (8/1/2023)	15 students

University	Diplomas to be launched
The University of Jordan (UJ)	Professional Diploma
Mutah University (MU)	Professional Diploma

WP6: Quality and Impact Evaluation

Duration: M1 to M36

Lead University: Universidad de la Iglesia de Deusto Entidad Religiosa (UD)

Co-Lead University: Tafila Technical University (TTU), Al-Zaytoonah University of Jordan (ZUJ) & Budapesti Muszaki es Gazdasagtudomanyi Egyetem (BME)

Overall Plan:

Number	Plan	Duration
1	Quality committee will be formed during the kick off meeting.	M1

2	WP leader will set a detailed plan for the WP with due dates.	M2
3	WP leader will prepare online evaluation links for all meetings, workshops and circulate them to partners after each event, and the results will be analyzed by the co-leaders.	M2
4	WP leader will prepare the Quality assurance tools.	M5
5	WP leader will prepare online evaluation links for all piloted courses, and circulate them to partners, and the results will be analyzed by the partners.	M10
6	Courses will be peer reviewed against a developed checklist.	M12
7	External evaluator will be appointed by WP leader.	M12
8	Progress report to be provided by WP leader every 6 months based on collected feedback from Co-Leaders.	

Dr. Ivan Dyukarev presented the progress of Quality and Impact Evaluation Plan work package and the action plan for the next stages, and following were agreed on:

No.	Task	Responsibility	Due Date
1.	Evaluate the meeting	UJ	During the meeting
2.	The project performance survey will be delivered to partners by the QM within 10 days after the end of corresponding period. Partners must respond within 1 week after receiving the survey. If after a week the participation percentage is <50%, a reminder will be sent, allowing 1 week after the uploading of the survey to complete it.	UD	Continuous process
3.	The QM (with the support of the EE) within 10 days after the deadline of the surveys, will collect all the answers from the partners, perform a statistical analysis and integrate them into a report which will reflect the views of the consortium on its progress, including any suggestions for changes and improvements. The results of this measurement will be part of the corresponding Quality and Monitoring report .	UD	Continuous process
4.	After each measurement, a Short Quality and Monitoring report will be drawn up. The meeting is considered approved if the weighted average for the percentage of agreement is more than equal than 70% of answers. Scores less than this will require corrective actions by the partnership, led by the Project Coordinator (PC).	UD	Continuous process
5.	Every 6 months, a global analysis is made of all the Short Quality and Monitoring reports carried out in that	UD	Continuous process



	period, which will form part of the Quality and Monitoring report .		
6.	After the end of the training/workshop/course , each participant will be asked to rate several aspects of the training; evaluations will be done on the spot. The questionnaires include closed questions as well as open-ended questions for remarks, comments and suggestions. All attendees are expected to fill the survey before leaving. If after the meeting the participation percentage is <50% , a reminder will be sent allowing 1 week after the uploading of the survey to complete it.	UD	Continuous process
7.	Project performance evaluation (within 10 days after the end of corresponding period) 1. First evaluation done in May 2022 2. Second evaluation : period deadline 15/06/2022, evaluation date 25/06/2022 3. Third evaluation : period deadline 15/12/2022, evaluation date 25/12/2022 4. Fourth evaluation : period deadline 15/06/2023, evaluation date 25/06/2023 5. Fifth evaluation : period deadline 15/12/2023, evaluation date 25/12/2023	UD	Quality and Monitoring reports First report: 30/06/2022 Second report: 25/07/2022 Third report: 25/01/2023 Fourth report: 25/07/2023 Fifth report: 25/01/2024

Ms. Sandra Marcos (the EE) has presented the overall evaluation for the first year, and agreed on:

No.	Task	Responsibility	Due Date
1.	External Evaluator will submit the second year evaluation report after all WPs leaders submit the 4 th Progress reports.	EE	21 st April 2023

WP7: Dissemination and Sustainability

Duration: M1 to M36

Lead University: Al-Hussein bin Abdullah II Technical University (HTU)

Co-Lead University: Mutah University (MU), Al-Zaytoonah University of Jordan (ZUJ) & Technische Hochschule Ostwestfalen-LIPPE (TH-OWL)

Overall Plan:

Number	Plan	Duration
1	Dissemination committee will be formed during the kick off meeting.	M1
2	Project website will be designed, hosted and managed by University of Jordan.	M1



3	Facebook page will be created and managed by University of Jordan.	M1
4	Promotional Materials will be designed by Work Package leader.	M2
5	WP leader will set a detailed plan it will include plans for Dissemination, Sustainability and Networking.	M3
6	E-Learning platform will be created and managed by University of Jordan.	M12
7	Tester courses workshops and will be organized in Jordan.	M18
8	A three-day Final dissemination conference will be held at University of Jordan.	M35
9	Progress report to be provided by WP leader every 6 months based on collected feedback from Co-Leaders, the report will cover all Work packages.	

Dr. Muhannad Al-Tarifi discussed the progress of Dissemination and Sustainability Plan work package and the action plan for the next stages. Following were agreed on:

No.	Task	Responsibility	Due Date
1.	WP leader has approved the final version of the Dissemination and Sustainability Plan with the steering committee.	HTU	Accomplished
2.	HTU prepared the 4 th newsletter and will distribute it to the partners to collect their feedback.	HTU	10 April 2023
3.	Each partner has to conduct an info day per year.	JO partners	One Info Day per JO University per year
4.	Tester Course Workshop.	JO partners	Accomplished at UJ on 22.9.2022
5.	HTU Prepared the marketing plan for ECO-CAR diploma.	HTU and Co-leaders	Accomplished
6.	One video to be created about ECO-CAR by those working on it.	HTU with All partners	No later than July, 2023.
7.	WP leader has to develop a Sustainability Plan.	JO Partners	June 2023
8.	All partners are to share the social media links and website with their students.	All partners	Continuous task

The following link is for the WP drive to upload the supplement documents:

https://drive.google.com/drive/folders/1sg9BxYMmd3004tJp_9cxtBrAbgNdoB5V?usp=sharing

The following link has the feasibility study and sustainability plan excel sheets and their instructions:

https://fisjo-my.sharepoint.com/:f:/g/personal/eco-car_ju_edu_jo/EpfqwC6phz5FjWI0TxohYtMBlrF1A1DiHUfYxCC04QSjEw?e=78n1ZE

ECO-CAR Website:

<http://sites.ju.edu.jo/en/ECO-CAR/Home.aspx>

ECO-CAR Facebook Page:

<https://www.facebook.com/Eco-Car-100321388735706>

ECO-CAR LinkedIn:

<https://www.linkedin.com/in/eco-car-a650ab214/>

ECO-CAR YouTube:

<https://www.youtube.com/channel/UC5Oj5CoWQHduOMySLGgoF6Q>

WP8: Project Management

Duration: M1 to M36

Lead University: The University of Jordan (UJ)

Overall Plan:

Number	Plan	Duration
1	A Steering Committee (SC) will be established during the kick-off meeting part 2 with 1 representative from each partner.	M1-M36
2	A Technical and Scientific Committee (TSC) will be established during the kick-off meeting part 2.	M1-M36
3	6 coordination meetings will be conducted in Amman (KOM), Budapest, Aachen, Athens, Deusto and Amman (FC).	M1-M36
4	Monthly virtual status meetings via web-conferencing.	M1-M36
5	Regular communication will be conducted by e-mail and shared electronic database.	M1-M36
6	Progress report will be prepared every six months.	M1-M36

Prof. Ahmed Al-Salaymeh presented the progress of each work package and what is needed from partners, as tasks and activities of Project Management work package and the action plan for the next stages, and was agreed on:

No.	Task	Responsibility	Due Date
1.	Regular communication will be conducted by e-mail and shared electronic database.	UJ	Continuous Progress
2.	The 5 th steering committee meeting will be in Aachen.	RWTH-Aachen and UJ	5-6 Sep 2023
3.	4 th Progress reports being prepared by each WP leader.	WPs leaders	31 March 2023
4.	The next Online Management Meeting	UJ	4 May 2023 (1-3 pm CET)

Table 1: StC Meetings Schedule

#	Meeting	Destination	Date
1	Kick off Meeting	Amman – (Online meeting)	January, 2021/ February, 2021
2	2 nd Steering Committee Meeting	Athens	March ,2022
3	3 rd Steering Committee Meeting	TH-OWL	30 th of June- 1 st of July, 2022
4	4 th Steering Committee Meeting	UD	15-17 March, 2023
5	5 th Steering Committee Meeting	Aachen	Postponed from October, 2022 and to be conducted during 2023
6	6 th Steering Committee Meeting (IEEE Conference)	BME	18-19 October 2023
7	Final Conference	Amman	9-11 January 2024

Finally, Prof. Ahmed has presented the conclusion of the 2 days meeting and got the final confirmation for the resulted tasks and decisions. Prof. Ahmed thanked the participants for their attendance and thanked the host partner for their efforts in conducting the meeting.

Meeting Evaluation Link:

https://docs.google.com/forms/d/e/1FAIpQLSepINgg_iOQiSnMV7kPjdYYie2KgGsiYT57E79PsKH_UldL1Q/viewform

Jordanian Partners Meeting (Third day)

Prof. Ahmed Al-Salaymeh has started the workshop with thanks to all Jordanian partners who have started the implementation of Diplomas and courses at their universities, also, a brief about each course were given and discussed those outlines with clusters leaders.

Eng. Dania presented the Vocational Diploma virtual leaning platform to the JO partners, and showed them how to use the platform as (Admin, Academic staff and as a student), and finally agreed on:

No.	Task	Responsibility	Due Date
1.	All Jordanian partners has to provide UJ team with the students and academic staff names in order to	JO partners	15 April 2023



create USERS for their access to the E-Learning platform.

Photos

The meeting photos can be reached via this link:

https://drive.google.com/drive/folders/1IcrMzIL1CpuovD8vrU7fydxqP7XGHRD?usp=share_link