**REVIEW OF IMPLEMENTATION OF PLANNED ACTIVITIES WITHIN THE *MHTSPS* TEMPUS PROJECT FOR THE PERIOD 01/12/2013 – 15/05/2015**

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| Activity | Activities (as indicated in the LFM) | Start date | Delivery date | Indicator | Quality records | Responsible for the implementation of the activity | Remark |
| 1.1 | Situation analysis of current study programs in Serbia | 01/12/2013 | 31/01/2014 | Report on comparative analysis of current Tourism study programs in Serbia | The decision on adoption of the Report on analysis of existing curricula at colleges and universities | 1.M.Jovanović  2.M. Mandarić  3.T. Gajić  4.D.Stojanović | Report completed, signed and adopted by Project Steering Committee on 31/01/2014 |
| 1.2 | Market analysis of present needs for qualified workers | 01/12/2013 | 31/01/2014 | Report on comparative analysis of present needs for qualified workers in Serbia | The decision on adoption of the Report on the necessary knowledge in the tourism industry | 1.N. Benić  2.M.Rađen  3.D. Samardžić  4.Ž. Nestorović | Report completed, signed and sent by e-mail to the members of the Steering Committee for adoption. |
| 1.3 | Harmonization with existing EU benchmark standards | 01/02/2014 | 31/03/2014 | Report on comparative analysis of current Tourism study programs in Serbia and EU | The decision on adoption of the Report on the need for harmonization of higher education in the EU | 1.M.Jovanović  2.M. Mandarić  3.T. Gajić  4.D.Stojanović  5.M.Antonijević  6. M. Koniordos  7.R. Suharoschi  7.K. | Activity implemented |
| 2.1 | Creation of methodology (quality procedures) for the development of more flexible study programs | 01/02/2014 | 31/03/2014 | Defined Methodology (quality procedure) for the development of more flexible study programs | The decision on adoption of the Methodology by the Steering Commitee | 1. M. Đuričić  2. M. Antonijević  3. M. Jovanovic  4. M. Mandaric  5. D. Stojanovic | Activity implemented |
| 2.2 | Tuning outcomes and competencies of existing programs in line with current market needs | 01/03/2014 | 30/04/2014 | Report of the Working Groups | The decision to adopt the report on the necessary knowledge and competence of personnel in tourism Serbia | 1. M.Jovanović  2. M. Mandarić  3. D. Stojanović | Activity implemented |
| 2.3 | Modernization and harmonization of existing undergraduate curricula | 01/05/2014 | 30/09/2014 | Report of the Working Groups | Adopted Reports by Steering Committee | M.Đuričić M.Jovanović  M.Mandarić  D.Stojanović | Activity implemented |
| 2.4 | Development of new postgraduate curricula | 01/05/2014 | 30/09/2014 | Report of the Working Groups | Adopted Reports by Steering Committee | M.Đuričić M.Jovanović  M.Mandarić  D.Stojanović | Activity implemented |
| 2.5. | Development of teaching material | 01/10/2014 | 30/05/2015 | Report of the Working Groups | Adopted Reports by Steering Committee | M.Đuričić M.Jovanović  M.Mandarić  D.Stojanović | Activity in progress.  Runs as planned. |
| 2.6. | Student recruitment and enrolment campaign | 01/12/2014 | 31/08/2015 | Report of the Working Groups | Adopted Reports by Steering Committee | M.Đuričić M.Jovanović  M.Mandarić  D.Stojanović | Activity in progress.  Runs as planned. |
| 2.7 | Evaluation of developed programs and program appraisal based on evaluation outcomes | 01/10/2016 | 30/11/2016 | Report of the Working Groups | Adopted Reports by Steering Committee | M.Đuričić M.Jovanović  M.Mandarić  D.Stojanović | Activity in progress.  Runs as planned. |
| 3.1. | Language skills | 01/12/2014 | 30/08/2015 | Report of the Working Groups | Adopted Reports by Steering Committee | M.Đuričić M.Jovanović  M.Mandarić  D.Stojanović | Activity in progress.  Runs as planned. |
| 3.2 | ICT skills | 01/12/2014 | 30/08/2015 | Report of the Working Groups | Adopted Reports by Steering Committee | M.Đuričić M.Jovanović  M.Mandarić  D.Stojanović | Activity in progress.  Runs as planned. |
| 3.3 | Pedagogical skills | 01/12/2014 | 30/08/2015 | Report of the Working Groups | Adopted Reports by Steering Committee | M.Đuričić M.Jovanović  M.Mandarić  D.Stojanović | Activity in progress.  Runs as planned. |
| 3.4 | Subject related training | 01/01/2015 | 30/08/2015 |  | Adopted Reports by Steering Committee | M.Đuričić M.Jovanović  M.Mandarić  D.Stojanović | Activity in progress.  Runs as planned. |
| 3.5 | Purchasing of equipment for improving infrastructure to support innovation in teaching practice (ICT and laboratory equipment) | 01/01/2015 | 31/03.2015 |  | Adopted Reports by Steering Committee | S.Petrovic  S.Aksentijevic  D.Milašinović  B.Gužvić  D.Kotlo | Activity in progress.  Runs as planned. |
| 4.1 | Design of continuous tourism courses | 01/12/2014 | 31/01/2015 |  | Adopted Reports by Steering Committee | M.Đuričić M.Jovanović  M.Mandarić  D.Stojanović | Activity implemented. |
| 4.2 | Preparation of materials for the courses | 01/01/2015 | 30/02/2015 |  | Adopted Reports by Steering Committee | M.Đuričić M.Jovanović  M.Mandarić  D.Stojanović | Activity implemented |
| 4.3 | Enrolment of tourism employees | 01/02/2015 | 30/04/2015 |  | Adopted Reports by Steering Committee | M.Đuričić M.Jovanović  M.Mandarić  D.Stojanović M.Rađen  D.Samardžić  Ž.Nestorović | Activity implemented |
| 4.4 | Organization of the courses | 01/05/2015 | 30/11/2015 |  | Adopted Reports by Steering Committee | M.Đuričić M.Jovanović  M.Mandarić  D.Stojanović  M.Rađen  D.Samardžić  Ž.Nestorović | Activity in progress.  Runs as planned. |
| 5.1 | Establishment of stakeholder and professional cooperation networks | 01/02/2014 | 30/11/2016 | Number of concluded Agreements on cooperation between HEIs and stakeholders | Adopted Report on number of concluded Agreements on cooperation by HEIs and at the Project level | 1.M.Jovanović  2.M. Mandarić  3.D.Stojanović  4.N. Benić  5.M.Rađen  6.D. Samardžić  7.Ž. Nestorović | Activity in progress.  Runs as planned. |
| 5.3 | Development of bilateral agreements in domain of work based learning and business and industrial placement experience | 01/02/2014 | 30/11/2016 | Signed inter-institutional agreements | Record on number of concluded agreements by partners and at the Project level | 1.M.Jovanović  2.M. Mandarić  3.D.Stojanović | Activity in progress.  Runs as planned. |
| 6.1 | Defining procedures for project quality control (QC) | 01/01/2014 | 28/02/2014 | Designed procedures for project QC | Approved project quality procedure | M.Đuričić  M.Antonijević | Activity implemented. Project Quality Plan adopted at the session of the Steering Committee held on 31/01/2014 |
| 6.2 | Regular internal progress reports / providing overview of the achieved results | 01/12/2013 | 30/11/2016 | Designed Reports at partner institution and Project level | Adopted Reports by Steering Committee | M. Đuričić and  Contact persons from the partner institutions | Activity in progress.  Runs as planned. |
| 6.3. | Monitoring visits by externally appointed peer review and representatives of TEMPUS office | 01/09/2014  01/04/2015  01/09/2015 | 30/09/2014  30/04/2015  30/09/2015 |  | Adopted Reports by Steering Committee | M.Đuričić M.Jovanović  M.Mandarić  D.Stojanović | Activity implemented |
| 6.4. | Implementation of corrective measures | 01/05/2014 | 30/11/2016 |  | Adopted Reports by Steering Committee | M.Đuričić M.Jovanović  M.Mandarić  D.Stojanović | Activity in progress.  Runs as planned. |
| 7.1 | Development and maintenance of project web site and web portal | 01/12/2013 | 30/11/2016 | Registered web site and web portal | Corresponding Quality records on web site and web portal | B.Stevanović | Project Web site registered and operative. Web portal will be established upon the acquisition of the necessary equipment. |
| 7.2 | Marketing activities | 01/05/2015 | 30/11/2016 |  | Adopted Reports by Steering Committee | M.Đuričić M.Jovanović  M.Mandarić  D.Stojanović | Activity in progress.  Runs as planned. |
| 7.3 | Project conference | 01/10/2014 And 01/10/2015  And  01/10/2016 | 30/10/2014 And  30/10/ 2015  And  30/10/2016 | Conducted Conferences related to dissemination of the Project | Adopted Report on conducted Conferences | M. Jovanović  M.Đuričić  N.Milutinović | First International Conference successfully organized. Program and Organizational Board of the Second International Conference formed.  Form of Paper (instructions for authors) designed. |
| 8.1 | Accreditation of modernized and developed programs | 01/12/2014 | 31/05/2015 | Accreditation of programmes | Adopted Reports by Steering Committee | M.Đuričić M.Jovanović  M.Mandarić  D.Stojanović | Activity in progress.  Runs as planned. |
| 8.2 | Implement employer/professional body/student support committees to help sustain student recruitment | 01/01/2015 | 30/11/2016 |  | Adopted Reports by Steering Committee | M.Đuričić M.Jovanović  M.Mandarić  D.Stojanović | Activity in progress.  Runs as planned. |
| 8.3 | Raising community awareness about importance of tourism and tourism education | 01/12/2013 | 30/11/2016 | Number of conducted sessions with stakeholders, number of media appearances | Quality records on conducted sessions and media appearances. | 1.M.Jovanović  2.M. Mandarić  3.T. Gajić  4.D.Stojanović  5.N. Benić  6.M.Rađen  7.D. Samardžić  8.Ž. Nestorović | Activity in progress.  Runs as planned. |
| 8.4 | Degree recognition between RS higher education partner institutions | 01/05/2015 | 31/ 07/2015 |  | Adopted Reports by Steering Committee | M.Đuričić M.Jovanović  M.Mandarić  D.Stojanović | Activity in progress.  Runs as planned. |
| 8.5 | Development of institutional financial sustainability plan | 01/09/2014 | 28/11/2014 | Designed of institutional financial sustainability plan | Adopted Reports by Steering Committee | M.Đuričić M.Jovanović  M.Mandarić  D.Stojanović | Activity implemented |
| 9.1 | Kick-off meeting | 01/12/2013 | 31/12/2014 | Meeting was held | Adoption of Minutes from the Kick-of meeting | 1.Lj.Diković  2. M.Đuričić | Meeting held. Minutes and Decisions available. |
| 9.2 | Regular meetings of Steering Committee | 01/11/2014  And  01/11/2015  and  01/11/2016 | 31/11/2014  And  31/11/2015  and  31/11/2016 | Meeting was held | Adoption of Minutes from the meeting | M.Đuričić | Activity in progress.  Runs as planned. Communication via e-mail operates successfully. |
| 9.3 | Organization and coordination of project activities | 01/12/2013 | 30/11/2016 | Is Project implemented according to the adopted plan? | Adopted reports on the implementation of the Project | M.Đuričić | Activity in progress.  Runs as planned. |
| 9.4 | Project administration management | 01/12/2013 | 30/11/2016 | Timely reporting of project activities | Adopted reports on the implementation of the Project | N.Milutinović | Activity in progress.  Runs as planned. |
| 9.5 | Design of manual for financial project management | 01/02/2014 | 31/03/2014 | Designed Manual | Adopted Handbook at Kick off Meeting | 1.B.Đuričić  2.M.Đuričić | Manual for financial project management designed and adopted at the session of the Steering Committee held on 31/01/2014 |