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HACETTEPE UNIVERSITY

**ACADEMIC MOBILITY EXPERIENCE**

**FINAL REPORT**

*(Minimum Four-month Period)*

**GENERAL INFORMATION**

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| **Name and Surname** |  |
| **Faculty/Department/Institute/Vocational School** |  |
| **Assignment Suggestion Title** |  |
| **Host Country**  **Institution / Organization and Unit** |  |
| **Name and Surname of the International Consultant (if any)** |  |
| **Assignment Start and End Dates** |  |

**ABSTRACT**

*The abstract should provide information about the (1) content (2) method, (3) management, (4) widespread impact and institutional contribution of the academic mobility experience (not exceeding 450 words).*

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| **Title** |
| **Abstract** |
| **Keywords:** |

1. **CONTENT**
   1. **Content of the academic mobility**

*A brief information on the content of academic mobility should be given.*

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**1.2. Aims and goals**

*The purpose of the academic mobility and how far it has achieved its goals should be written in a clear and measurable manner.*

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**2. METHOD**

*The method and research techniques (including data collection tools and analysis methods) applied for the research carried out within the scope of the assignment should be explained.*

*For the implementation and review (observation), information on how the process is managed, the implementation/review schedule depending on and the observation, review, application form/tools related to the main activities specified in the calendar should be presented.*

*For training, information should be given about the process, calendar, syllabus and, if any, materials of the relevant learning activity.*

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**2. WORK PLAN**

*The main work packages and objectives within the scope of the assignment abroad, the duration of each work package, the success criterion and the contribution to the success of the research are given by completing the "Work-Time Schedule". Work packages can basically cover activities before, during and after the abroad experience.*

*Literature review, preliminary examination, content and material development, development and final report preparation, sharing of research/application/training/monitoring results, article/statement etc. according to the nature of the experience abroad. Components such as writing scientific text (scientific text draft) can be defined within work packages.*

*As a success criterion, it is explained that each work package will be considered successful when it meets which criteria. The success criterion should be defined as measurable and traceable as possible.*

*Work-Time Schedule* **(\*)**

|  |  |  |  |
| --- | --- | --- | --- |
| **WP** | **Name and the aims of the work packages** | **Duration**  **(..-.. Months)** | **Success Criterion and Contribution to Assignment Success\*** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |

*(\*) Success criterion is specified with quantitative or qualitative criteria (expression, number, percentage, etc.). The column total must be 100.*

**3. WIDESPREAD IMPACT AND INSTITUTIONAL CONTRIBUTION**

*Widespread impact and institutional achievements after academic mobility should be presented with evidence documents (See Evidence samples table). Evidence is expected to relate more to the beginning and process of the activity.*

**WIDESPREAD IMPACT AND INSTITUTIONAL CONTRIBUTION TABLE**

|  |  |
| --- | --- |
| **Types of Impact and Institutional Contribution** | **RESULTS** |
| **Publication**  (Article, Paper, Book Chapter, Book) |  |
| **Implementation Capacity**  (Implementing a New Application at the University, Renovating an Existing Application) |  |
| **R&D Capacity**  (Implementing a new Research approach/method/technique at the University) |  |
| **Creating New Project(s)**  (National/International New Project) |  |
| **Research Collaboration Network**  (Creating new Research/Practice community(s) |  |
| **Creating a New Curriculum/Course**  **(**New curriculum, course/s proposal) |  |
| **Using an Innovative Teaching Approach/Method**  **(**Transforming an existing curriculum, course/s into an innovative, student-centered structure, etc.) |  |
| **Education Collaboration Network**  (Creating new educational collaborations) |  |
| **Economic/Commercial/Social Impact**  **(**Product, Prototype, Patent, Utility Model, Production Permit, Variety Registration, Spin-off/Start-up Company, Audio/Visual Archive, Inventory/Database/Documentation Production, Copyrighted Work, Media Engagement, Fair, Project Market, Workshop, Education, etc. Scientific Event, Institution/Organization to Use Project Results, etc. other common effects) |  |
| **Other (***Please explain***)** |  |

***Evidence Samples Table.***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *AREAS* | *ACTIVITIES* | *EVIDENCE* | | |
| ***Beginning*** | ***Processes*** | ***Results*** |
| *Teaching and Learning* | *On-site examination of ongoing higher education activities in the field*  *• Observing, examining and applying an innovation in the field and its teaching.*  *• Observing, examining, applying an innovation related to the teaching of the field.*  *• Giving lectures related to the field*  *• Observing and examining in an interdisciplinary program (related to the field)*  *• Contributing to a training program related to the field*  *• Participating in a training program related to the field* | *• Draft course material,*  *• Course proposal,*  *• Scientific text suggestions (proposals),*  *• Thesis proposals,*  *• Draft programs* | *• Printed, visual, audio or video course materials,*  *• Lesson observation forms,*  *• Program observation forms,*  *•Evidence of involvement in the instructional design process (expert opinion forms, exam sheets, etc.)*  *• Activity reports, process records* | *•Activity reports, overwiev reports, review reports, evaluation reports*  *• Scientific texts (proceedings, articles, book chapters and books)/draft papers/*  *• Theses, projects*  *• Competency certificates*  *• Course proposal forms (for the enrichment of their own programs after the mobility program)* |
| *Research and Development* | *• Being involved in a research project*  *• Examining and applying an innovative research method in the field*  *• Observing, examining and taking part in practices related to the field*  *• Observing and examining the effects of the field and daily practices*  *• On-site examination of innovative practices related to the field and involvement in them*  *• On-site examination of new technologies related to the field, involvement in them*  *• On-site examination of the social and environmental contribution activities of the field and being involved in them* | *• Research proposal,*  *• Review proposal,*  *• Project invitation letter* | *• Data collection tools,*  *• Application observation forms,*  *• Review forms, surveys*  *• Project process documents* | *• Scientific texts (proceedings, articles, book chapters and books)/draft papers/*  *• Research results reports*  *• Inspection reports*  *• Evaluation Reports*  *• Project result reports*  *• Documentation for taking part in the project* |
| *Intercultural skills and cooperation* | *• Working with scientists from different cultures (understanding and adapting to the way they work)*  *• Actively involved in a global research network*  *• Convincing scientists from different cultures to take part in a project together (project leadership in multicultural projects)* | *• Letter of intent*  *• Project proposal forms*  *• Invitation letters* | *• Self-evaluation forms,*  *• Collaboration and task distribution charts,*  *• Project process documents* | *• Scientific texts (proceedings, articles, book chapters and books)/draft papers/*  *• Research results reports*  *• Project result reports*  *• Documentation for taking part in the project*  *• Invitation letters received regarding international projects after the mobility* |

**4. Other information and documents**

*Information and documents that may contribute to results of the assignment can be added.*

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| **ACADEMIC STAFF NAME** | **SIGNATURE** | **DATE** |
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| **HOST DIRECTOR NAME** | **SIGNATURE** | **DATE** |
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