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FINAC

FINancial management,
Accounting & Controlling
in public administration

Financial Management, Accounting & Controlling curricula development for capacity building of public administration

REPORT ON EVALUATION OF EVENT

**Report of event held at Matej Bel University,
Banska Bystrica, Slovakia, December 3-7, 2017.**



FINAC
FINancial management,
Accounting & Controlling
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Co-funded by the
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1. Rationale

According to the *ERASMUS+* project application and proposed *Quality Control and Monitoring Plan* adopted at the Study visit FINAC Meeting, held on December 3-7, 2017 in Banska Bystrica, Slovakia, the University of Split, as the Lead Partner for the Work Package 6-Quality Control, has performed internal evaluation of the Study visit FINAC Meeting as an activity in the process of assuring and improving the quality of *the FINAC* project. This report summarizes the findings of the event evaluation.

According to the *Quality Control and Monitoring Plan*, internal evaluation was applied on two main aspects of the project: (1) event evaluation and (2) project evaluation. After this event all participants were requested to fill in the form answering a set of questions related to that event different dimensions of realization. In this moment, according to the project timeline, event evaluation is performed on the bases of feedback from representatives of the partner institutions provided in the evaluation form fulfilled.

2. Event evaluation – Study visit FINAC Meeting in Banska Bystrica, Slovakia

This project, as it is usual started with Study visit FINAC Meeting, where all project partners were present. Event evaluation is based on evaluation form fulfilled by attendees of the events. Evaluation is based on the perception of participants and is subject to personal assessments. The forms were collected by the University of Belgrade, Faculty of Organization Sciences (hereinafter, project leader UBG-FON).

After collection of the evaluation forms, project leader UBG-FON archived original forms in digital format, and send it to University of Split, Faculty of Economics (hereinafter, UNIST-EF) project partner responsible for Quality Control WP6. UNIST-EF develop data base which contains systematized data related to the participants marks, comments and suggestions. Data base was established and archived at UNIST-EF in order to produce evaluative report, and copy was delivered to the UBG-FON with the aim to assure project leader to have all collected data in data basis. For this time evaluation was collected through the hard copy survey, while project partners agree to use on-line event evaluation form for the forthcoming events.

Even though the questionnaire is a short one it covers different dimensions of realization related to the event: *Organization, Presentations, Objectives, Tasks and activities, Overall satisfaction, and Other relevant issues.*

Furthermore, partners agree that previously mentioned questions represent essential part of each event evaluation, some additional questions may be added for the future events, in line with event agenda and the development of the project.



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TABLE 1 EVENT DETAILS

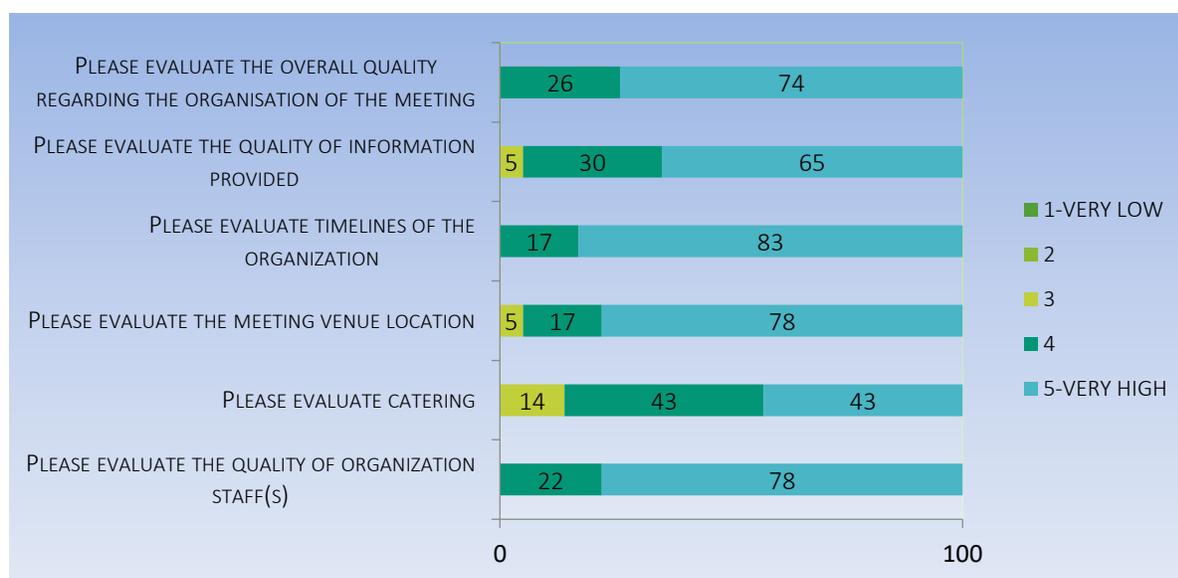
No.	Meeting	Date	Place	No. of participants	Evaluation	No. of fulfilled forms
1	Study visit FINAC Meeting at the Matej Bel University	3-7 December 2017	Banska Bystrica, Slovakia	-	Yes	23

3. Event evaluation results

Based on the answers collected we made analysis of each event to the five particular different dimension of event realization. Results for each of them could be found in the graphs below.

3.1. Quality of the organization

GRAPH 1 QUALITY OF THE ORGANIZATION



The overall quality of the organization was rated mostly with 5 (very high) by 74% of the event participants, while only 26% of the event participants rated quality of organization with 4 (high). After all, we can see this result as more than satisfying of organization that is specified in Graph 1.

Nevertheless, the marks given for the Study visit FINAC Meeting shows that prevailing marks are dominantly 5 (very high) and this is an excellent result.

Also, there is additional comment given in the free form is as follow: 'Meeting venue would be better', 'Improvement of catering'.



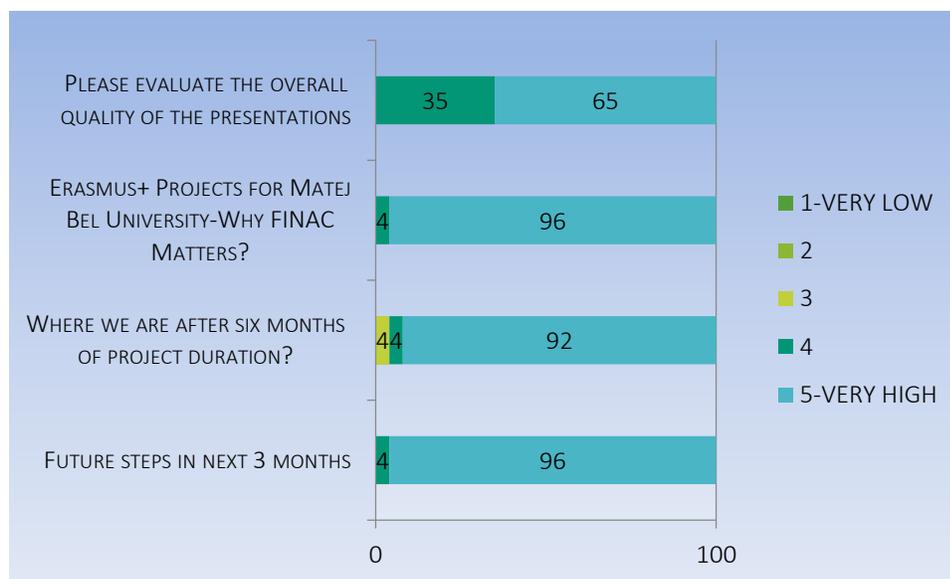
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3.2. Quality of presentations

The overall quality of the presentations was rated mostly with 5 (very high) by 65% of the event participants, while 35% of the event participants rated presentations with 4 (high). After all, we can see this result as more than satisfying for all presentations that are specified in Graph 2.

GRAPH 2 QUALITY OF THE PRESENTATIONS



In comments and suggestions, we asked participants five group of questions: a) which presentations were particularly good and/or helpful; 2) which presentations were not good and/or helpful; 3) where topics missing; 4) what topics you think we should consider or include; and 5) additional comments/suggestions. Answers are as follows.

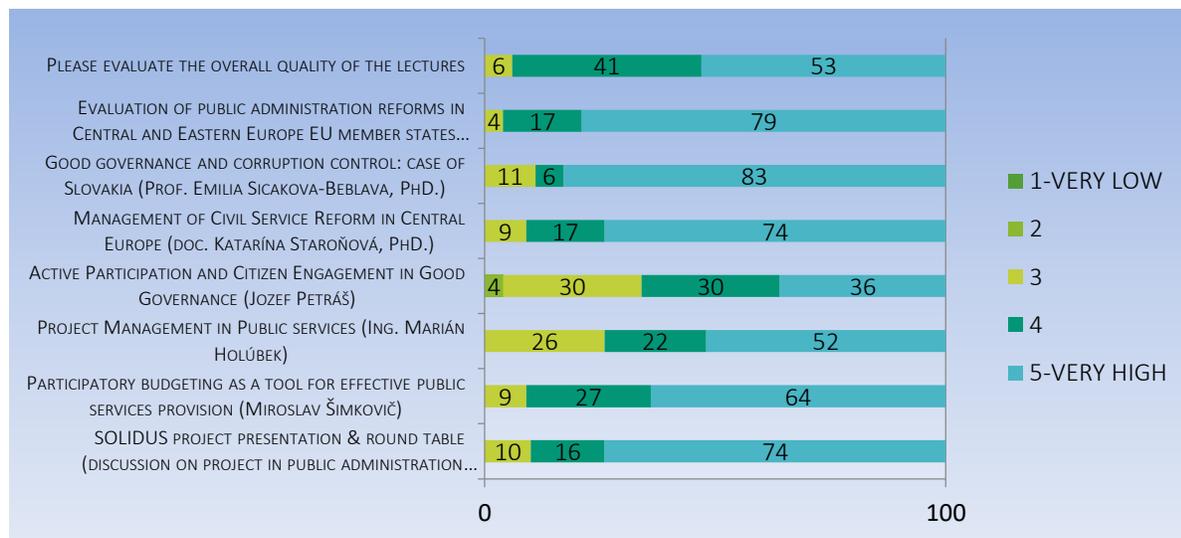
- 1) Participants identified this presentations as good and/or helpful: 'All presentation were helpful', 'Future steps in next three months', 'Participatory budgeting', 'All were good', 'Evaluation of public administration reform', 'Management of civil service reform', 'Presentation of prof. Nemec and prof. Staranova', 'Performance assessment'.
- 2) Participant indicated those presentations as not good and/or helpful: 'Jozef Petraš presentation'.
- 3) As missing topics participants answered as follows: 'Project management in public sector', 'Audit process in public sector', 'Project finance in public service'.

4) As topic that should be considered or included: ‘Outdoor activity ☺’.

5) In additional comments/suggestions participant answered as follow: ‘The study visit well organized’.

Added answers are expressing individual perception of the project participants and showed that in the project consortium we have members with different level knowledge and experiences in EU projects and Erasmus+ projects.

GRAPH 3 QUALITY OF THE LECTURES

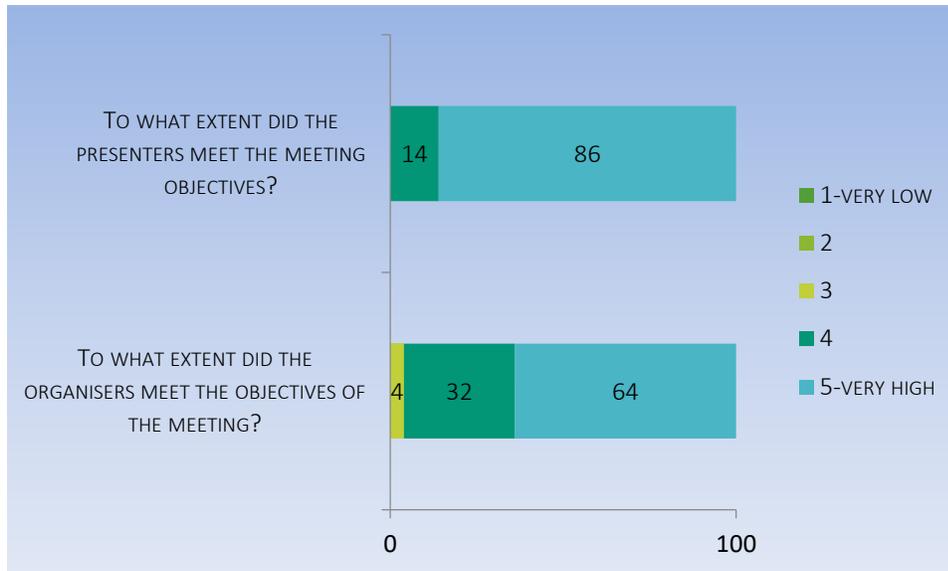


The overall quality of the lectures was rated mostly with 5 (very high) by 53% of the event participants, while 41% of the event participants rated lectures with 4 (high) and 6% of the event participants rated lectures with 3 (good). After all, we can see this result as more than satisfying for all lectures that are showed in Graph 3.

Also, there is additional comment given in the free form is as follow: ‘Well done’.

3.3. Quality of the objectives

GRAPH 4 QUALITY OF THE OBJECTIVES

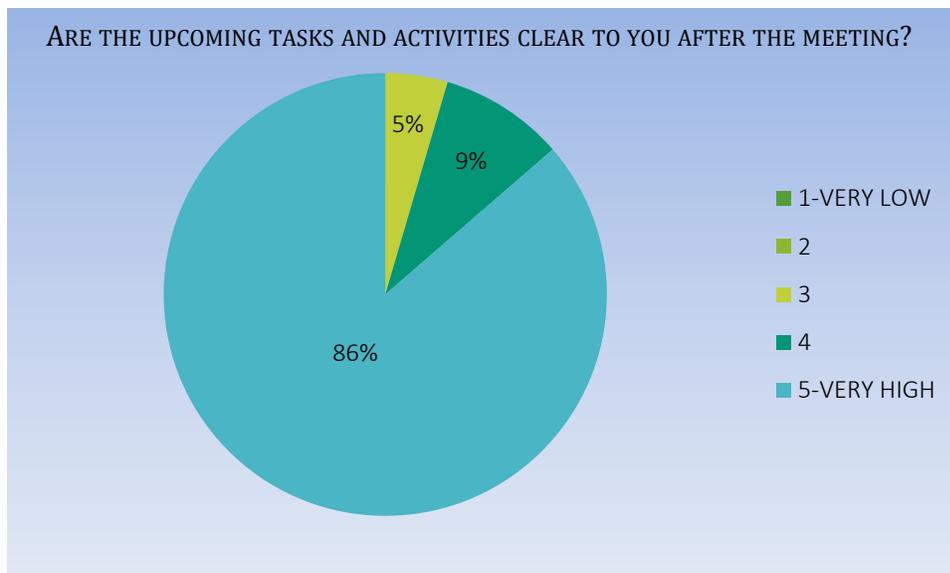


Quality of objectives has been explored through two questions: 1) To what extent did the presenters meet the objectives of the meeting, and this question was rated dominantly with 5 (very high) by 86% of meeting participants and with 4 (high) by 14% of participants; and 2) To what extent did the organizers meet the meeting objectives, and was rated with 5 (very high) by 64% participants, with 4 (high) by 32% of participants and with 3 (good) by 4% of participants. This results showed a high satisfactory level and high devotion for objectives from the all meeting participants.

There are no additional comment/suggestion.

3.4. Tasks and activities

GRAPH 5 TASKS AND ACTIVITIES

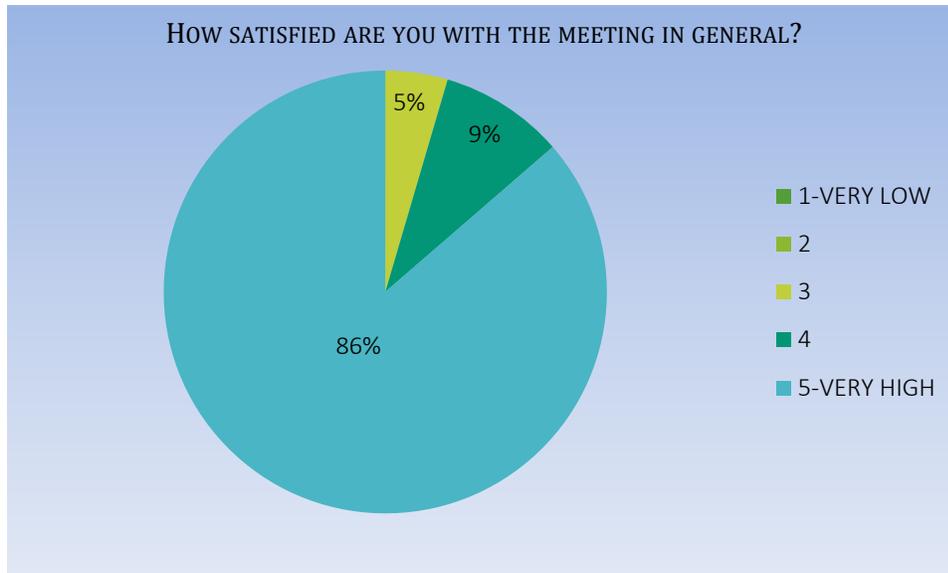


According to the collected answers it is obvious that most of the participants 86% showed 5 (very high) understanding of the upcoming tasks and the activities, and small portion of the participants 9% expressed 4 (high) and 5% expressed 3 (good) understanding of the upcoming tasks and activities. Presented results are more than satisfying.

Also, there is additional comment given in the free form is as follow: ‚Action plan well presented‘.

3.5. Overall satisfaction

GRAPH 6 OVERALL SATISFACTION



According to the collected answers it is obvious that most of the participants 86% showed 5 (very high) satisfactions with the meeting in general, and small portion of the participants (9%) expressed 4 (high), or 3 (in the middle) satisfactions (5%) with the meeting in general. Presented results are more than satisfying.

Some further comments/suggestions are as follows: 'Very pleasant social event', 'Well done', 'Thank you for your hospitality', 'Excellent organization'.

4. Summary

The evaluation of the *Erasmus+ FINAC* project given in this report was based on the evidence on the activities conducted and analysed data related to quality of activities and overall of Study visit FINAC Meeting Banska Bystrica, rated by all the participants.

The overall picture shows that the quality of Study visit FINAC Meeting Banska Bystrica organization and activities is located at the level of high or very high out of grades defined from: 1 (very low) to 5 (very high) which is the result we can be absolutely satisfied with.

The evaluation shows that event participants rated organization of this event mostly with high and very high in terms of the quality of organization, venue, objectives, task and activities, and usefulness of presentations and discussions.

According to the all results presented in in this report it is obvious that overall satisfaction of Study visit FINAC Meeting Banska Bystrica was organized at an excellent level, what need to be continued in upcoming events and years of the project.

Ivana Bilić & Marko Čular
University of Split
Split, December 15, 2017



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Annex 1. Event attendance list

No.	First and last name	Organization	Signature	Permission ¹ signature	E-mail address
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

¹ I confirm with my signature that project organizers and project partners are allowed to use event photos for project promotion activities

Annex 2. Evaluation form: Study visit FINAC Meeting in Banska Bystrica, Slovakia

Financial Management, Accounting & Controlling curricula development for capacity building of public administration

EVALUATION OF THE EVENT

**Study visit to Matej Bel University,
Banska Bystrica, Slovakia, 3-7, December 2017.**



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Event: Study visit;

Venue: Faculty of Economics, Matej Bel University in Banska Bystrica;

Date: 3-7, December 2017;

Partner responsible for organization of the Study visit: Matej Bel University in Banska Bystrica;

Contact E-mail: maria.murraysvidronova@umb.sk ; zuzana.kvetkova@umb.sk ;
benkovicsladjana@gmail.com

Dear Participant,

Thank you for attending this event. In our effort to improve an organization and the impact of these events we invite you to complete the following questionnaire. In most of the questions you will be asked to rate your satisfaction on a scale by ticking the appropriate answer. In all the questions you will be asked to describe your personal opinion in a few words and to give suggestions for the improvement of the following events.

We thank you in advance for your valuable contribution!



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1. Quality of the organisation

		Very low	1	2	3	4	5	Very high
a)	Please evaluate the overall quality regarding the organisation of the meeting		1	2	3	4	5	
b)	Please evaluate the quality of information provided		1	2	3	4	5	
c)	Please evaluate timelines of the organization		1	2	3	4	5	
d)	Please evaluate the meeting venue location		1	2	3	4	5	
e)	Please evaluate catering		1	2	3	4	5	
f)	Please evaluate the quality of organization staff(s)		1	2	3	4	5	

Additional comments/suggestions:

2. Quality of the presentations prepared by project team and lectures

	Very low	1	2	3	4	5	Very high
2.1. Please evaluate the overall quality of the presentations		1	2	3	4	5	

2.1.1. Please evaluate the quality of each presentation prepared by project team

a) Erasmus+ Projects for Matej Bel University-Why FINAC Matters?	1	2	3	4	5	
b) Where we are after six months of project duration?	1	2	3	4	5	
c) Future steps in next 3 months	1	2	3	4	5	

Please indicate which presentations were particularly good and/or helpful:

Please indicate which presentations were not good and/or helpful:

Were topics missing?

What topics you think we should consider or include:

Additional comments/suggestions:

2.2. Please evaluate the overall quality of the lectures

Very low 1 2 3 4 5 Very high

2.2.1. Please evaluate the quality of each lecture

	Very low	1	2	3	4	5	Very high
a) Evaluation of public administration reforms in Central and Eastern Europe EU member states (Prof. Ing. Juraj Nemeč, CSc.)		1	2	3	4	5	
b) Good governance and corruption control: case of Slovakia (Prof. Emilia Sicakova-Beblava, PhD.)		1	2	3	4	5	
c) Management of Civil Service Reform in Central Europe (doc. Katarína Staroňová, PhD.)		1	2	3	4	5	
d) Active Participation and Citizen Engagement in Good Governance (Jozef Petráš)		1	2	3	4	5	
e) Project Management in Public services (Ing. Marián Holúbek)		1	2	3	4	5	
f) Participatory budgeting as a tool for effective public services provision (Miroslav Šimkovič)		1	2	3	4	5	
g) SOLIDUS project presentation & round table (discussion on project in public administration (Maria Murray Svidronova, PhD., Prof. Beata Mikusova Merickova, PhD.)		1	2	3	4	5	

Additional comments/suggestions:

3. Objectives

a) To what extent did the organisers meet the objectives of the meeting?	Very low	1	2	3	4	5	Very high
b) To what extent did the presenters meet the objectives of the meeting?	Very low	1	2	3	4	5	Very high

Additional comments/suggestions:

4. Tasks and activities

a) Are the upcoming tasks and activities clear to you after the meeting?	Very low	1	2	3	4	5	Very high
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Additional comments/suggestions:

5. Overall satisfaction

a) How satisfied are you with the meeting in general?	Very low	1	2	3	4	5	Very high
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Additional comments/suggestions:

Any further comments/suggestions:



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