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Universidad
de **Granada**

Consejos para la Preparación de Propuestas de Programas Conjuntos Erasmus Mundus

Vicerrectorado de Relaciones Internacionales
Vicerrectorado de Enseñanzas de Grado y Posgrado

Índice

- Consejos y recomendaciones
 - Consejos básicos
 - Preparar una buena propuesta
 - Una buena propuesta es...
 - ¿Cómo “Sobresalir de la multitud”?
- Criterios de selección con ejemplos de respuestas valoradas positiva y negativamente
 - EMMC
 - EMJD
- Información adicional



Consejos y Recomendaciones

Consejos Básicos

- Estudiarse **muy bien** la guía del programa, la convocatoria anual y la guía para los evaluadores (si está disponible)
- Analizar proyectos concedidos
- Buscar apoyo en
 - Unidades relevantes locales (Vicerrectorados, Escuela de Posgrado, ...)
 - Compañeros y colegas experimentados
 - Estructuras Nacionales

Preparar un buena propuesta

- Tener el proyecto completo en la mente antes de rellenar la solicitud.
- Asegurar que cuenta con **total apoyo** de **su** institución **y las demás** instituciones participantes.
- Asegurar un **reparto equilibrado de tareas** entre los socios.
- Consultar información sobre buenas prácticas en sitios como
 - <http://www.emqa.eu>
 - <http://www.joiman.eu>
 - ...

Preparar un buena propuesta (cont.)

- Poner atención a los detalles.
- Cuidar la expresión en inglés o el idioma de la solicitud.
- Ser concreto / dar ejemplos / evitar afirmaciones vagas.
- No dar nada por supuesto: lo que está en vuestra mente no puede ser evaluado.
- Usar tablas, gráficos y flujogramas para ilustrar la estructura del programa, las trayectorias de movilidad, los aspectos organizativos, etc.
- Se puede usar los anexos para dar información adicional **PERO NO** para aportar la información requerida como parte de los criterios de selección.

Preparar un buena propuesta (cont.)

- Contestar a las preguntas teniendo en cuenta su peso relativo en la evaluación.
- Proporcionar **toda la información requerida** tanto desde el punto de vista **administrativo** como de **contenido**.
- Asegurar que el presupuesto corresponde a las tareas planificadas.

Una buena propuesta es...

- **COHERENTE:** (¡las contradicciones son letales!).
- **SIMPLE:** unas cuantas palabras bien escogidas dan mejor resultado que una larga y vaga explicación.
- **BASADA EN LA EVIDENCIA:** usa ejemplos, justifica tu análisis de necesidades, ofrece pruebas.
- **CLARA:** los expertos no deberían acabar la lectura con un dolor de cabeza. Sigue las preguntas de la solicitud y contéstalas en el orden adecuado.
- **EXPLÍCITA:** No des nada por sentado; los expertos no pueden leer tu mente.

Una buena propuesta es...

(cont.)

- **RIGUROSA:** La solicitud es la base sobre la que tu programa conjunto será desarrollado y controlado; es también la pieza clave de tu compromiso institucional.
- **CONCRETA:** contesta sólo a lo que preguntan.
- **COMPLETA:** Asegúrate (dos veces) de que has seguido todas las instrucciones de envío incluidas en la solicitud.

¿Cómo “Sobresalir de la multitud”?

- Montar un consorcio sólido e integrado con, si fuera relevante, socios no-europeos “reales” (no de cara a la galería).
- Mostrar un fuerte vínculo con el mercado de trabajo y la sociedad (dentro y fuera de la UE).
- Justificar calidad académica e investigadora sólida y fuerte potencial de innovación.

PALABRAS CLAVE

INTEGRACIÓN COMPROMISO INSTITUCIONAL
VALOR AÑADIDO INNOVACIÓN SOSTENIBILIDAD
GARANTÍA DE LA CALIDAD VISIBILIDAD
EMPLEABILIDAD TRANSPARENCIA

Criterios de selección con ejemplos de respuestas valoradas positiva y negativamente

Criterios de Selección

EMMC

- **Calidad Académica – Contenidos (30%)**
 - **Objetivos** en relación a las necesidades en ese campo.
 - **Valor añadido** en comparación con los programas existentes a nivel nacional, europeo e internacional
 - **Estructura y contenido**, relevancia de la movilidad obligatoria.
 - Relevancia de los **resultados del aprendizaje** en relación a las oportunidades académicas y de empleo de los estudiantes.
 - **Composición del consorcio** y conocimiento experto del personal académico.
 - Interacción con el **sector profesional**.



“The needs analysis underpinning this proposal is thorough at an operational level and reflects the worldwide situation and knowledge in the field”

“The structure of the EMMC is logically presented and well justified, based on complementing academic expertise”

“The programme involves a clear mobility path building competences in rational stages”

“The target learning outcomes are highly relevant to the future careers of the students and to the needs of both research and industry”



“The objective of the project are not precisely defined creating a missing link between needs and proposed activities”

“The academic quality is difficult to measure: CVs are missing, partners participation vaguely defined, added value of stages not explained”

“Listing interesting professional contacts of each partner only addresses half of the question; there ought to have an explicit connection between the professional sector and the EMMC”

Criterios de Selección

■ Integración del programa (25%)

- Justificar hasta qué punto el programa ha sido organizado de **forma auténticamente integrada**.
- **Reconocimiento del Programa y de la forma en que se otorgará el título** en los países participantes.
- Procedimientos conjuntos de solicitud, selección y admisión de estudiantes.
- Métodos y mecanismos conjuntos de evaluación.
- **Tasas.**



“Each course is clearly described as part of the overall curriculum, including aims, syllabus and competences achieved”

“The programme aims at awarding a joint degree and evidence from relevant authorities is attached”

“Application, selection and examination procedures have been commonly agreed upon and are clearly described. There is sound management structure with common criteria used”

« Fees have been realistically set up, taken into consideration different national contexts but offering a coherent picture towards students”



“The modules of the curriculum have been developed separately and the information on mutual recognition is unclear”

“The consortium has agreed to follow common standards for the application, selection, admission and examination of students but these common standards and criteria are not described in the proposal”

“A common tuition fee will be charged to all students but how these amounts have been calculated is not described”

Criterios de Selección

- **Gestión, visibilidad y sostenibilidad del Programa (20%)**
 - Mecanismos de cooperación dentro del consorcio.
 - Aportación de los Socios al Programa y a su gestión económica.
 - Plan de desarrollo y sostenibilidad del Consorcio.
 - Medidas para la promoción del programa.

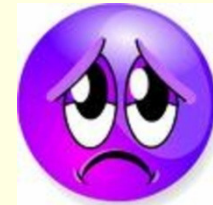


“Cooperation mechanisms appear to rely on well established working practice of existing collaborations within the group”

“The cooperation mechanisms are detailed and documented by a consortium agreement”

“Several initiatives are taken to ensure continuity notably through the possibility offered by the course to people who want to combine professional and academic developments”

“Funding for scholarships after EM can be obtained through the project’s extensive professional network and the institutional commitment of the partner institutions”



“Each institution will be responsible for administering and assessing their courses but measures to favour collaboration inside the partnership are not described”

“Information on sustainability is too loose and based on very general economic forecasts”

“Promotion activities are rather limited: besides usual website promotion and dissemination of brochures there will not be any other promotion measure”

“Promotion seems to rely mainly on direct contacts by the people involved”

Criterios de Selección

■ **Servicios y apoyo a los estudiantes (15%)**

- Naturaleza de la información ofrecida a los estudiantes con anterioridad a la matriculación.
- Contrato al estudiante.
- Servicios para recibir a estudiantes y académicos, y apoyo para el visado y las formalidades administrativas.
- Plan de aseguración.
- Política lingüística.
- Medidas para facilitar las relaciones entre los estudiantes del programa.

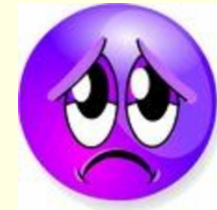


“A well detailed and comprehensive list of services available is given in the proposal. They cover all needs of students and scholars coming from abroad, notably for visa purposes”

“The insurance scheme is in line with the EM guidelines”

“The consortium has agreed a common language policy the min requirements being two languages used as teaching languages. Specific courses are foreseen before the start of the course”

“A model student agreement defining the joint course implementation rules and mechanisms as well as the mutual rights, obligations and responsibilities is provided”



“The proposal refers to existing facilities without giving information on how students will be accommodated at the different locations”

“The insurance scheme is too briefly Presented”

“The described language policy does not indicate what will the teaching language(s) be , whether other language services will be offered”

“The model Student Agreement is very basic and omits to address the academic, administrative and financial aspects of the students’ participation”

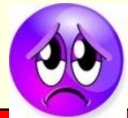
Criterios de Selección

■ Evaluación y garantía de la calidad (10%)

- Estrategias y mecanismos de **evaluación interna**
- Garantía de la calidad externa.



«The plans for internal evaluation are well developed and address all key areas of the course»
«A strategic advisory board was created in which associated partners are invited. This board will perform external evaluation beside peer reviews»



«All consortium members will have their own quality assurance committee but nothing is said about concerted procedures to meet the requirements of a jointly developed evaluation and monitoring mechanism»
«An external control on the overall quality of the course is missing»

Criterios de Selección

EMJD

- **Calidad Académica e investigadora (25%)**
 - **Objetivos** en relación a las necesidades en ese campo.
 - **Valor añadido** en comparación con los programas existentes a nivel nacional, europeo e internacional.
 - Programa formativo e investigador.
 - Colaboración y movilidad intersectorial e interorganizacional.
 - Naturaleza y calidad de los resultados.



- The proposal integrates in a well balanced and innovative manner the new dimensions and opportunities of a European degree.
- The contribution of the joint programme to European education, research excellent and competitiveness as well as its added value are very well documented and justified.
- A detailed and well documented description is given concerning the learning outcomes of the Joint Programme and candidates will acquire knowledge, skills and competences of a very high quality



- Efficient interaction is not addressed in a convincing way, concerning inter-sectoral and interorganisational collaboration and mobility
- Transfer between education and research is not articulated, originality and added value are not tangible
- Outcomes for students are barely proposed/mentioned – industrial placements are mentioned without detail.
- The proposal should have explained in greater detail how the objectives of the new EMJD respond to the Call in terms of inter/multi-disciplinary, intersectoral and newly emerging fields

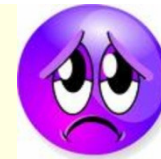
Criterios de Selección

■ Composición y experiencia del consorcio (20%)

- Composición del consorcio y conocimiento experto del personal académico y administrativo.
- Complementariedad y diversidad de los miembros del consorcio.
- Experiencia del consorcio en actividades de cooperación y trabajo en red.
- Rol y pertinencia de la participación del sector profesional.



- Partners have long-standing joint cooperation with an international orientation in educational and scientific Research
- All institutions have regular research and teaching activities at PhD level, supported by well equipped facilities
- The third-country partners are well chosen given their important development potential in the field
- The role and the appropriateness of the professional, economic and scientific sector is well described through formalized consortium and associate partners formal agreements. Their role is very specific and coherent with the EMJD content



- *It is unclear how fields and research activities of each institution will complement each other and work together for a genuinely joint doctorate*
- *Cooperation between partners is not elaborated or developed and not accompanied by any form of agreement signed by the entire consortium*
- *No detail is given about issues related to complementarity in terms of expertise, equipment and research methodologies*
- *Close collaboration with companies and professional organisations is demonstrated, but no details are given how these will collaborate formally in the programme and what kind of involvement or responsibility is expected*

Criterios de Selección

- **Integración Europea y funcionamiento del programa (20%)**
 - Organización y estructura del programa, incluido el componente de movilidad.
 - Normas y mecanismos comunes de solicitud, selección, admisión y entrevista de candidatos.
 - Cálculo del coste de participación.
 - Supervisión y control conjunto del programa.
 - Clase y naturaleza del título otorgado.



- *Mobility is very well incorporated to the PhD programme implementation. It is content and quality oriented taking into account best periods of the programme and optimal duration*
- *The programme is very well organised in a structured and integrated way, exploiting good practice, with clear curricular and specific involvement of the Consortium partners*
- *There are concrete and detailed mechanisms to ensure high quality supervision and monitoring of the candidate activities*



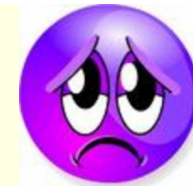
- *The proposal does not demonstrate the basic elements of a structured and genuinely joint doctorate programme, different courses, seminars and activities are presented under a generic heading*
- *Research activities of the potential doctoral students are not explicit nor is there a strong research environment*
- *The nature of the degree awarded is not in line with the programme call and no added value can be perceived*
- *There is no structured explanation on mobility and nothing is mentioned on the criteria that will be used for the selection procedure*
- *The EMJD has no plans to provide common admission standards and does not provide clear guidance*

Criterios de Selección

- **Provisión para los candidatos y los que han conseguido financiación (15%)**
 - Estrategia de promoción.
 - Servicios proporcionados a los doctorandos.
 - Medidas para abordar los derechos del candidato (contrato de trabajo).
 - Política lingüística.
 - Medidas para el futuro profesional de los doctorandos.
 - Naturaleza y alcance del Acuerdo del Candidato doctoral.



- *A detailed description of the promotion routes that they will exploit to each potential candidates has been proposed by the applicants*
- *It is well documented that all consortium partners have extensive experience with hosting international doctoral students and that they have a wide range of high quality Services*
- *The provisions to ensure career prospects are systematically and clearly described, revealing the potential employment offers*
- *The European Charter for Researchers and the Code of Good Conduct for the Recruitment of Researchers is properly addressed in the Doctoral Candidate Agreement*



- The application does not discuss the question of employment contracts or of complying with the rules of the EU charter for researchers of the Code of Conduct
- The integration and recognition of language courses in the PhD programme are not mentioned.
- The information and promotion strategy is based mainly in the creation of a website and does not consider using any other channels (networks, associations, leaflets, links etc)
- The applicant does not present the services the consortium plans to make available to welcome and support students, nor is VISA support mentioned

Criterios de Selección

- **Gestión del programa y garantía de la calidad (15%)**
 - Medidas para la organización y mecanismos de cooperación.
 - Desarrollo de un plan de sostenibilidad.
 - Financiación complementaria.
 - Evaluación interna y externa de la calidad.



- The role of each partner in the project management is defined and justified
- The proposal presents specific actions for complementary funding and gives concrete objectives of the sustainability plan
- The elaborated evaluation system is transparent and very professionally prepared



- *Noteworthy absence of an established feed-back system and no integrated view on QA for the overall programme and how it will be regularly monitored.*
- *No concrete proposal formulated regarding the development and sustainability plan.*
- *The letters of intent are general and quasi-identical, without any specific commitments for procedures, structures, resource allocation*
- *Industrial/professional partners are performing external evaluation, but no details, procedures, indicators, corrective measures are mentioned*

Información Adicional

Información adicional

<http://internacional.ugr.es>

<http://escuelaposgrado.ugr.es>

http://eacea.ec.europa.eu/erasmus_mundus

[http://eacea.ec.europa.eu/erasmus_mundus/
tools/links_en.php](http://eacea.ec.europa.eu/erasmus_mundus/tools/links_en.php)

<https://www.joiman.eu/ProjectResults>



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