

ID	Task Name	Início	4º Trimestre			1º Trimestre			2º Trimestre			3º Trimestre			4º Trimestre			1º Trimestre			2º Trimestre			3º Trimestre			4º Trimestre	
			Out	Nov	Dez	Jan	Fev	Mar	Abr	Mai	Jun	Jul	Ago	Set	Out	Nov	Dez	Jan	Fev	Mar	Abr	Mai	Jun	Jul	Ago	Set	Out	Nov
1	<b>WP1: Preparatory work and infrastructure</b>	<b>Seg 16-10-17</b>																										
2	<b>Needs analysis and state of Play</b>	<b>Seg 16-10-17</b>																										
3	✓ Define the structure of report and templates	Seg 16-10-17																										
4	✓ Distribute the template among partners	Ter 31-10-17																										
5	Partners complete the template	Ter 31-10-17																										
6	Report on Needs Analysis completed	Qui 30-11-17																										
7	✓ TWIN partnerships defined	Sex 03-11-17																										
8	<b>Select CHAMPIONS of change</b>	<b>Qui 02-11-17</b>																										
9	Publish internal call at African Partners to select CHAMPIONS	Qui 02-11-17																										
10	Select and inform candidates	Sex 01-12-17																										
11	Publish list of 10 CHAMPIONS + 3 substitutes/per institution	Seg 11-12-17																										
12	Formal ceremony and signature of commitment	Sáb 09-12-17																										
13	<b>Detailed planning of International Capacitation Programme</b>	<b>Sex 01-12-17</b>																										
14	Use the Needs Analysis Report to adjust international programme	Sex 01-12-17																										
15	Circulate the proposal of mobility and activities	Sex 15-12-17																										
16	Make travel and accomodation arrangements	Sex 01-12-17																										
17	Produce final map and schedule	Ter 26-12-17																										
18	<b>Setup initial infrastructure for the CADIs</b>	<b>Qui 02-11-17</b>																										
19	Identify final location for the CADIs	Qui 02-11-17																										
20	Define the physical and equipment requisites	Qui 30-11-17																										
21	Define a local team to work at CADIs	Qui 30-11-17																										
22	Plan and schedule activities to achieve the CADI at the deadline	Seg 27-11-17																										
23	<b>Institutional branding of the project</b>	<b>Seg 20-11-17</b>																										

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24	Brainstorm about the name and communication strategy	Seg 20-11-17																										
25	Work with Institutional Communication department to produce logo and communication materials	Seg 01-01-18																										
26	Name + Logo + Communication strategy presented to the public	Qua 31-01-18																										
27	<b>WP2: CADIs - Centres for Academic Development and Innovation</b>	<b>Seg 06-11-17</b>																										
28	<b>Physical infrastructure of CADIs, including room and equipment</b>	<b>Seg 06-11-17</b>																										
29	Contract construction team	Sex 01-12-17																										
30	Manage construction activities	Sex 01-12-17																										
31	make consultation to buy equipment	Seg 06-11-17																										
32	Select proposal and buy equipment	Seg 01-01-18																										
33	CADIs fully functional	Sex 16-03-18																										
34	<b>Define the organization model of the CADIs</b>	<b>Seg 06-11-17</b>																										
35	Discuss with TWIN to decide an organization model	Seg 06-11-17																										
36	Assign a Local Mangement Team	Qui 30-11-17																										
37	Invite members of External Advisory Board	Seg 01-01-18																										
38	<b>Define a multiannual strategy for the CADIs</b>	<b>Qui 01-02-18</b>																										
39	Brainstorm with relavant stakeholders	Qui 01-02-18																										
40	Write firt version of strategic documents: Vision, Mission, Aims, Objectives	Sex 01-03-19																										
41	Write Plan of Activities and Budget for the one year period, including trainig plan, events, networking Activities and engagement with stakeholders	Sex 01-03-19																										
42	Approval of stratetegic documents	Sáb 31-08-19																										
43	<b>WP3: International Capacitation Programme</b>	<b>Seg 06-11-17</b>																										
44	<b>Introduction stage - 3 weeks / one location</b>	<b>Seg 06-11-17</b>																										
45	<b>Workshop "Inclusive social and economic development - a multidisciplinary approach"</b>	<b>Seg 06-11-17</b>																										
46	Planeamento	Seg 06-11-17																										

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47	Organização e realização	Seg 05-03-18																											
48	Avaliação	Qua 07-03-18																											
49	<b>Workshop "Social Innovation and Entrepreneurship - an introduction"</b>	<b>Seg 06-11-17</b>																											
50	Planeamento	Seg 06-11-17																											
51	Organização e realização	Qua 07-03-18																											
52	Avaliação	Sex 09-03-18																											
53	<b>Soft skills Training session</b>	<b>Seg 06-11-17</b>																											
54	Planeamento	Seg 06-11-17																											
55	Organização e realização	Sex 09-03-18																											
56	Avaliação	Seg 19-03-18																											
57	<b>Study visits and job shadowing</b>	<b>Seg 06-11-17</b>																											
58	Planeamento	Seg 06-11-17																											
59	Organização e realização	Seg 05-03-18																											
60	<b>Attendance of classes at Ous</b>	<b>Seg 06-11-17</b>																											
61	Planeamento	Seg 06-11-17																											
62	Organização e realização	Seg 05-03-18																											
63	<b>Topic Development stage - 2 weeks / 4 locations</b>	<b>Seg 19-03-18</b>																											
64	<b>Economics and Mangement</b>	<b>Seg 19-03-18</b>																											
65	Wokshop on the scientific topic	Seg 19-03-18																											
66	Attendance of classes at Ous	Seg 19-03-18																											
67	Tutoring of CHAMPIONS	Seg 19-03-18																											
68	<b>Health and wellbeing</b>	<b>Seg 19-03-18</b>																											
69	Wokshop on the scientific topic	Seg 19-03-18																											
70	Attendance of classes at Ous	Seg 19-03-18																											
71	Tutoring of CHAMPIONS	Seg 19-03-18																											

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72	<b>Social sciences and humanities</b>	<b>Seg 19-03-18</b>																										
73	Wokshop on the scientific topic	Seg 19-03-18																										
74	Attendance of classes at Ous	Seg 19-03-18																										
75	Tutoring of CHAMPIONS	Seg 19-03-18																										
76	<b>Built environment and ifrastructures</b>	<b>Seg 19-03-18</b>																										
77	Wokshop on the scientific topic	Seg 19-03-18																										
78	Attendance of classes at Ous	Seg 19-03-18																										
79	Tutoring of CHAMPIONS	Seg 19-03-18																										
80	<b>Social Innovations and Entrepreneurship stage - 3 weeks / one location</b>	<b>Seg 06-11-17</b>																										
81	<b>Course on Social Innovation and Entrepreneurship</b>	<b>Seg 06-11-17</b>																										
82	Planeamento	Seg 06-11-17																										
83	Organização e realização	Seg 02-04-18																										
84	Avaliação	Seg 23-04-18																										
85	Self-study	Seg 02-04-18																										
86	Finalization of Personal Development Plan (PDP)	Seg 02-04-18																										
87	<b>WP4: Consolidation of CAPACITATION at home institution</b>	<b>Seg 19-03-18</b>																										
88	<b>Recruit and train JUNIORS</b>	<b>Seg 19-03-18</b>																										
89	Contact potential JUNIORS	Seg 19-03-18																										
90	Recruit JUNIORS	Seg 09-04-18																										
91	Approve JUNIORS	Seg 23-04-18																										
92	Train JUNIORS in academic and soft skills	Seg 07-05-18																										
93	<b>Complete PDPs</b>	<b>Seg 23-04-18</b>																										
94	CHAMPIONS work and complete PDPs	Seg 23-04-18																										
95	JUNIORS start developing and complete PDPs	Seg 07-05-18																										

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96	<b>Scientific update</b>	<b>Seg 07-05-18</b>																										
97	Continue studying and expanding the scientific topic	Seg 07-05-18																										
98	Develop updated teaching/learning materials and activities	Seg 07-05-18																										
99	Produce new teaching module using PBL or similar	Ter 01-01-19																										
100	Explore and engage in new scientific areas of research	Seg 07-05-18																										
101	Produce Draft Research project	Ter 01-01-19																										
102	<b>Operationalization of CADIs</b>	<b>Seg 02-04-18</b>																										
103	<b>Student placement activities</b>	<b>Seg 02-04-18</b>																										
104	Contact students	Seg 02-04-18																										
105	Contact regional stakeholders	Seg 02-04-18																										
106	Build a database of contacts and offers	Seg 02-04-18																										
107	<b>International Affairs activities</b>	<b>Seg 02-04-18</b>																										
108	Contact other IA offices	Seg 02-04-18																										
109	Prepare international mobility projects for funding	Seg 02-04-18																										
110	Collect and prepare students and staff mobility activities for the following academic year	Qua 01-08-18																										
111	<b>Strategic activities</b>	<b>Seg 07-05-18</b>																										
112	Prepare strategic documentation	Seg 07-05-18																										
113	Negotiate and approve strategic documentation	Seg 01-07-19																										
114	<b>WPS: Social Innovatons and Social Entrepreneurship: a pilot course and stakeholders engagement</b>	<b>Seg 02-04-18</b>																										
115	<b>Planning and producing the course</b>	<b>Seg 14-05-18</b>																										
116	Define Learning Outcomes	Seg 14-05-18																										
117	Plan and produce the contents and activities of the course	Seg 04-06-18																										
118	Plan and produce assessment methods	Seg 04-06-18																										

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119	Schedule activities and facilities	Seg 04-06-18																										
120	<b>Dissemination of the course</b>	<b>Seg 03-09-18</b>																										
121	Prepare dissemination materials	Seg 03-09-18																										
122	Disseminate among students and departments	Seg 10-09-18																										
123	Disseminate to local stakeholders	Seg 10-09-18																										
124	<b>Select students for the course</b>	<b>Seg 02-04-18</b>																										
125	Define selection criteria	Seg 02-04-18																										
126	Open registration for the course	Seg 17-09-18																										
127	Select 8-10 candidates	Seg 03-12-18																										
128	Communicate decision	Qua 02-01-19																										
129	<b>Engage stakeholders and collect challenges</b>	<b>Qua 01-08-18</b>																										
130	Contact local stakeholders and explain course	Qua 01-08-18																										
131	Collect challenges and problems	Seg 03-12-18																										
132	Collect contributions to pilot course	Qui 01-11-18																										
133	<b>Deliver course</b>	<b>Seg 04-03-19</b>																										
134	Deliver classes and workshops	Seg 04-03-19																										
135	Tutor projects	Seg 18-03-19																										
136	Presentation of projects	Seg 02-09-19																										
137	Selection of best projects	Seg 02-09-19																										
138	Dissemination of projects	Seg 02-09-19																										
139	<b>WP6: Quality Evaluation</b>	<b>Seg 16-10-17</b>																										
140	Prepare a detailed evaluation plan	Seg 16-10-17																										
141	Identify main risks and strategies for risk mitigation	Seg 16-10-17																										

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142	<b>Prepare internal evaluation</b>	<b>Seg 02-04-18</b>																										
143	Internal quality report 1	Seg 02-04-18																										
144	Internal quality report 2	Seg 01-10-18																										
145	Internal quality report 3	Seg 01-04-19																										
146	Internal quality report 4	Seg 16-09-19																										
147	Sub-contract external evaluator	Seg 16-10-17																										
148	Contribute to interim report	Seg 03-09-18																										
149	Contribute to final report	Seg 01-07-19																										
150	<b>WP7: Dissemination and Exploitation</b>	<b>Seg 16-10-17</b>																										
151	<b>Dissemination plan and reporting</b>	<b>Seg 16-10-17</b>																										
152	Prepare first version of dissemination plan	Seg 16-10-17																										
153	Discuss dissemination plan during kick-off meeting	Qui 02-11-17																										
154	Prepare dissemination templates for reporting	Qui 30-11-17																										
155	Publish final version in Virtual Platform of Collaboration	Qui 30-11-17																										
156	<b>Website of the project</b>	<b>Seg 16-10-17</b>																										
157	Publish first version of website	Seg 16-10-17																										
158	Define structure and design of the website	Seg 16-10-17																										
159	Update website with content and news	Qui 30-11-17																										
160	<b>Produce leaflets and other dissemination materials</b>	<b>Seg 16-10-17</b>																										
161	<b>Leaflet 1</b>	<b>Seg 16-10-17</b>																										
162	Plan and design leaflets	Seg 16-10-17																										
163	Distribute leaflets among partners	Qui 02-11-17																										
164	<b>Leaflet 2</b>	<b>Seg 02-04-18</b>																										
167	<b>News</b>	<b>Seg 16-10-17</b>																										

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170	<b>Papers</b>	<b>Seg 16-10-17</b>																										
173	<b>Engagement with stakeholders</b>	<b>Seg 04-12-17</b>																										
174	List possible local, regional, national and international stakeholders	Seg 04-12-17																										
175	Contact stakeholders and strat engaging them in activities of the project	Seg 04-12-17																										
176	Organize meetings with stakeholders	Seg 02-04-18																										
177	Stakeholders participate actively in the project	Seg 02-04-18																										
178	<b>Organize workshops (institutional, regional, national)</b>	<b>Seg 02-04-18</b>																										
179	Plan the workshop, define theme, speakers and goals	Seg 02-04-18																										
180	Disseminate and collect registrations	Seg 02-04-18																										
181	Deliver the workshop - Institutional 2018	Ter 01-05-18																										
182	Deliver the workshop - Institutional 2019	Sex 01-03-19																										
183	Deliver the workshop - Regional 2018	Sex 01-06-18																										
184	Deliver the workshop - Regional 2019	Qua 01-05-19																										
185	Deliver the workshop - National 2018	Seg 02-07-18																										
186	Deliver the workshop - National 2019	Seg 03-06-19																										
187	Evaluate the workshop	Seg 02-04-18																										
188	<b>International conferences</b>	<b>Seg 02-04-18</b>																										
189	<b>International Conference ANGOLA</b>	<b>Seg 02-04-18</b>																										
190	Plan the conference, define theme, speakers and goals	Seg 02-04-18																										
191	Disseminate and collect registrations	Seg 04-06-18																										
192	Deliver the conference	Seg 08-10-18																										
193	Evaluate the conference	Seg 15-10-18																										
194	<b>International Conference MOZAMBIQUE</b>	<b>Seg 08-10-18</b>																										
195	Plan the conference, define theme, speakers and goals	Seg 01-04-19																										
196	Disseminate and collect registrations	Seg 03-06-19																										
197	Deliver the conference	Seg 16-09-19																										

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221	Define KPIs of project	Seg 16-10-17	█																															
222	Upade project plan as necessary	Seg 16-10-17	█																															
223	<b>Financial management</b>	<b>Sex 01-09-17</b>	█																															
224	Create bank account	Sex 01-09-17	█																															
225	Manage funds from EC	Qui 30-11-17																									█			█			█	
226	Define financial rules of the project	Seg 16-10-17	█																															
227	Prepare templates for internal reporting	Seg 16-10-17	█																															
228	sub-contract external financial auditor	Seg 02-07-18																									█			█				
229	Prepare all documentation for certification of financial reports	Seg 01-01-18				█																												
230	<b>Project report - Interim</b>	<b>Sáb 01-09-18</b>																									█			█				
231	Collect information from all partners and WPs	Seg 03-09-18																									█			█				
232	Complete report	Sáb 01-09-18																									█			█				
233	Deliver reports	Seg 24-09-18																									◇			12-10				
234	<b>Project report - Final</b>	<b>Qui 01-08-19</b>																									█			█				
235	Collect information from all partners and WPs	Qui 01-08-19																									█			█				
236	Complete report	Seg 02-09-19																									█			█				
237	Deliver reports	Seg 14-10-19																									◇							
238	<b>Virtual platform of collaboration (VPC)</b>	<b>Seg 16-10-17</b>	█																															
239	✓ Setup VPC	Seg 16-10-17	█																															
240	✓ Organize contents and communication tools	Seg 16-10-17	█																															
241	✓ Disseminate access to all partners	Seg 16-10-17	█																															
242	Update VPC	Seg 16-10-17	█																															
243	<b>Consortium meetings</b>	<b>Sex 10-03-17</b>	█																															

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244	<b>Consortium meeting 1 - Lisbon</b>	<b>Seg 16-10-17</b>	[Task Bar]																												
245	Plan and schedule meeting	Seg 16-10-17	[Task Bar]																												
246	Deliver meeting	Qui 02-11-17	[Task Bar]																												
247	Prepare and distribute minutes	Seg 06-11-17	[Task Bar]																												
248	Evaluate meeting	Seg 11-12-17	[Task Bar]																												
249	<b>Consortium meeting 2 - Lisbon</b>	<b>Qui 01-02-18</b>	[Task Bar]																												
250	Plan and schedule meeting	Qui 01-02-18	[Task Bar]																												
251	Deliver meeting	Seg 23-04-18	[Task Bar]																												
252	Prepare and distribute minutes	Qui 26-04-18	[Task Bar]																												
253	Evaluate meeting	Qua 25-04-18	[Task Bar]																												
254	<b>Consortium meeting 3 - Luanda</b>	<b>Sex 10-03-17</b>	[Task Bar]																												
255	Plan and schedule meeting	Sáb 01-09-18	[Task Bar]																												
256	Deliver meeting	Seg 08-10-18	[Task Bar]																												
257	Prepare and distribute minutes	Sex 10-03-17	[Task Bar]																												
258	Evaluate meeting	Seg 13-03-17	[Task Bar]																												
259	<b>Consortium meeting 4 - Maputo</b>	<b>Sáb 01-09-18</b>	[Task Bar]																												
260	Plan and schedule meeting	Sáb 01-09-18	[Task Bar]																												
261	Deliver meeting	Seg 16-09-19	[Task Bar]																												
262	Prepare and distribute minutes	Seg 23-09-19	[Task Bar]																												
263	Evaluate meeting	Seg 23-09-19	[Task Bar]																												

Project: UDIA-A  
Date: Sex 28-09-18

Task	[Blue Bar]	Inactive Task	[White Bar]	Manual Summary Rollup	[Teal Bar]	External Milestone	◆	Progress	[Blue Bar]
Split	[Dotted Bar]	Inactive Milestone	◆	Manual Summary	[Black Bar]	Deadline	↓	Manual Progress	[Teal Bar]
Milestone	◆	Inactive Summary	[Grey Bar]	Start-only	[C-Bracket]	Baseline	[Grey Bar]		
Summary	[Black Bar]	Manual Task	[Teal Bar]	Finish-only	[J-Bracket]	Baseline Milestone	◆		
Project Summary	[Grey Bar]	Duration-only	[Teal Bar]	External Tasks	[Grey Bar]	Baseline Summary	[Black Bar]		