

No.	Document title	WP	Abreviation	EN/TH	Version no.	Issued by	Valid from	Purpose	users	Frequency	Link
1	Quality Control and Monitoring Plan	WP4	QCMP	EN	0.7	QCMB		planning	all	permanent	
2	Standards and Guidelines for Quality Assurance in the European Higher Education Area ESG	WP4	Ref 01	EN	-	Brussels, Belgium.	2015	Informing	all	permanent	
3	Deliverable template	WP4	QF-DTM	EN	2	QCMB		Do	WPL	for every deliverable issued in the project	
4	Quality Form Template	WP4	QF-QFT	EN	1	QCMB		Do	WPL	for every form issued in the project	
5	Internal Quality Control and Monitoring	WP4	QF-QCM	EN	2	QCMB		control and monitoring	QCMB, Task 4.2 team, WPL	monthly	
6	Deliverable Evaluation	WP4	QF-DES	EN	3	QCMB		evaluation	QCMB	for every deliverable issued in the project	
7	Partner Slide Master (UPB Slide Master)	WP4	QF-PSM	EN	1	PC			all	every partner presentation	
8	Workpackage Slide Master	WP4	QF-WSM	EN	1	PC			all	every WP presentation	
9	Project Documents List	WP4	QF-PDL	EN	1	QCMB			all	permanent	
10	Evaluation Criteria Identification	WP4	QF-ECI	EN	1	PC			QCMB, WPL	every task	
11	Website questionnaire	WP4	QF-WEB	EN	2	QCMB			Task 5.2 team, users	due time	
12	Event Evaluation	WP4	QF-EVE	EN	0.1	QCMB		evaluation	Event Organizer, Participants	at the end of the event	
13	Project Management and Communication Plan	WP6	PMCP	EN	0.3	PC		planning	all	permanent	
14	Work Package Monthly Report	WP6	MF-WMR	EN	3	PC		control and monitoring	WPL	monthly	
15	Staff Convention (CBHE Joint Declaration)	WP6	MF-SC	EN	1	PC		control and monitoring	all	every travel	
16	Monthly Time Sheet	WP6	MF-MTS	EN	3	PC		control and monitoring	all	monthly	
17	Project Time Sheet	WP6	MF-PTS	EN	1	PC		control and monitoring	all	monthly	
18	Individual Travel Report	WP6	MF-ITR	EN	1	PC		control and monitoring	all	every travel	
19	Meeting Minutes Report	WP6	MF-MMR	EN	2	PC		control and monitoring	all	every meeting	
20	Meeting Attendance Sheet	WP6	MF-MAS	EN	1	PC		control and monitoring	all	every meeting	