



UNIVERSITÀ
DEGLI STUDI
DI PADOVA

**CALL for SUBMISSION of INNOVATIVE PROJECTS
PRESENTED BY STUDENTS - 2023/2024**

Guidelines for filling in the Project Sheet (annex 1)



You are requested to fill in the [Project Form](#) which aims at collecting some general information and to upload the PDF of the [Project Sheet](#) (annex 1), duly filled in, at the end of the Form itself.

Note for compilation:

Compulsory fill-in item

Optional completion item depending on the specifics of the project

For information and support in drafting and filling in the Project Sheet (annex 1) write to teaching4learning@unipd.it after carefully reading all materials.

- **Name and surname of the referring student**

Please indicate the name of the student who will act as contact person for the project. All contact details (email and telephone number) are requested.

The reference person must be enrolled for the academic year 2023/2024 in a degree course (Bachelor), Master Degree, Single Cycle Master Degree, Specialisation Course or PhD course at UNIPD.

The project may involve the participation of single students, group of students, and/or of their associations.

- **Name and surname of the Professor responsible for the project**

Each project requires the appointment of a single Unipd Professor as Project Coordinator, who will be in charge of communicating with the Department that receives the funding. More than one professor can be involved in the project, but there can only be one Project Coordinator.

- **Email**

It is requested that the e-mail for communication be the institutional one: @studenti.unipd.it o @unipd.it

- **Project Title**

Indicate the full title of the innovative project for which funding is requested.

- **Project Lines**

Choose a single line from the two project lines:

a) Linea challenges

- ***Innovative projects aimed at challenges - competitions - initiatives of a national or international nature in which other universities or institutions participate.***

b) Linea student centered

- ***Innovative projects for Unipd*** involving students belonging to the same degree course, but also bringing together participants from different degree courses or departments.

- **Abstract**

Specify the characteristics of the project in a text not exceeding 200 words. Specify: objectives, target group and modalities trying to emphasise the concrete elements that distinguish it.

- **Is the project designed in continuity with projects funded in previous years?**

The University promotes and awards projects that have been funded in previous years, through the corresponding call for proposals or other UNIPD calls for proposals (please specify which), and that are the natural evolution and/or continuation of these projects, highlighting in the abstract the innovative elements with respect to what was presented in previous years.

- **What are the projects?**

If you answered yes to the previous question, please indicate the year and name of the project financed in previous years, from which the project submitted in 2023 originates.

DESCRIPTION OF THE “PROJECT”

a. Specific Objectives

Indicate briefly (max. 200 words) what objectives you intend to achieve with the project.

b. Innovative Content

Indicate which innovative elements characterise the project that enhance innovative didactic experiences within a particular subject area for which a reference professor is the Coordinator;

- encourage planning skills;
- promote a culture of evaluation;
- foster learning processes through the use of new tools, methodologies and supports.

c. Innovative Actions, Methods and Tools for each lines

These include, but are not limited to:

LINEA CHALLENGES

- ✓ Projects involving the realisation of a tangible or intangible product to be presented in national or international competitions, contests, events that favour the development of skills in the fields of: design, problem solving, negotiation, communication and other relevant soft skills.

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- ✓ Laboratory activities for teaching purposes;
- ✓ Development of actions to increase interactivity between teachers and students;
- ✓ Development and increase students soft skills ;
- ✓ Development of gamification teaching strategies, debate, ecc..;

c. Innovative Actions, Methods and Tools

These include, but are not limited to:

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- ✓ The use of technical support tools to explore innovative topics (digital platforms, apps, hardware, software)
- ✓ Activities that raise awareness of the advantages of new teaching and assessment methodologies also among students and promote comparison and sharing (e.g. coaching, peer observation, exchange of good practices,...).
- ✓ Preparation of multimedia material for experiential activities in the laboratory;
- ✓ Proposals and applications of the use of AI in didactics to support learning;
- ✓ Simulations and digital productions in a vocational perspective;
- ✓ Enhancement of technological tools to support educational innovation.

Activities and Timing

- ❖ ***From the date of approval of the project - to 31/12/2023:*** Specify the actions you intend to carry out following approval of the project, detailing what these activities consist of
- ❖ ***From 01/01/2024 to 31/12/2024:*** Specify the actions that will commence and develop during 2024 always detailing what they consist of
- ❖ If possible, please attach a link with the reference Gantt chart.
- ❖ Please note that the activities must be completed no later than 31/12/2024, including the settlement of payments to any third parties for services or the purchase of materials.

Expected Results

Indicate what results are expected to be achieved as a result of the implementation of the project, specifying whether they will occur in the short and/or medium term. If the expected results extend beyond the project's deadline, emphasise how much time will have elapsed since its completion.

Example: more students passing their exams at the first useful session, increase in marks achieved, greater involvement of the student population, increase in practical activities.

Measurable impact indicators

Measurable impact indicators include, for example: the spin-offs in terms of teachers and/or students/staff involved or who will benefit from the results of the project, facilities/laboratories used, stakeholders or external parties involved, etc. Measures should be plausible and feasible. It is suggested to indicate a connection or better specification between "impacts" (a more general word, in principle the areas where one expects not only positive or direct impacts but also potentially negative or indirect ones) and "results" (those I really want to achieve with the project related to the objective).

For example, if one inserts 'awareness of the effectiveness of a formative evaluation' one is asked to clarify how I measure it and to be reasonably certain that there is a link between the activity and the reduction.

Suggestions include: questionnaires administered to students (possibly before and after the activity); collection and counting of feedback collected, or their qualitative listing; counting of interventions posted on moodle or participation in activities. Examples can also be found on the Internet.

Level of project sharing - UNIPD internal structures

Please indicate with which bodies the project was shared (multiple answers possible):

- Department
- Course of Study
- School
- Student Representatives
- Other:

Level of project sharing - Structures outside UNIPD

Indicate any structures involved in the project - specifying for each structure involved the name/reason, the reference and a contact email (multiple answers possible)

- Entities
- Associations
- Companies
- Other:

Level of project sharing - Names of students involved

Please indicate for each student participating in the project (either in part or in full)

- First and Last Name
- Matriculation Number
- Course of Study
- Department
- Role in the project
- Possible position held in UNIPD bodies

COSTS DIVIDED BY ITEMS OF EXPENDITURE

In addition to indicating the total amounts per item of expenditure, details of the items are requested for each macro-area indicated.

Travel and Subsistence Expenses

The total amount of this macro-item must not exceed 20% of the entire budget requested.

It is requested to specify:

- The place where the travel will take place
- The number of people involved
- The vehicle(s) used
- The duration in days
- The reason for the travel

Expenses for participation in events/manifestations/competitions

Please specify:

- The type of event (national or international)
- The number of people who will be involved
- The duration in days

Materials (here are some examples)

- Expenses for the use of scientific instruments, necessary for teaching activities
- Stationery
- Personal protective equipment
- Medical equipment

Inventory Materials (here are some examples)

- Hardware expenses
- Laboratory equipment
- Cameras
- Diagnostic Instruments
- Simulators
- Specific Furnitures
- PCs e monitor
- Multimedia equipment to set up a simulation space for teaching activities

Fees for external personnel (here are some examples)

They must be calculated by estimating the necessary workload.

- Fees for external experts
- Fees for external experts - Workshops
- Fees for external experts – Intensive residential courses
- Other project requirements

Purchase of services (here are some examples)

- Intensive residential courses
- Licenses for the acquisition of applications
- Software
- Production of video content

Other

What is not included in the other items

Total Cost

Please indicate the total amount of the project.

Budgeting and Reporting Guidelines

- For the definition of the budget, an expenditure forecast based on the applicants' assessments is sufficient.
- Please note that the amount requested, should the project be approved, must be total for both years.
- ❖ Linea Challenges - 25.000 €
- ❖ Linea Student Centered – 15.000 €

This allocation is fixed and cannot be increased in view of unforeseen events.

The funding will be disbursed in two tranches:

- Within 30 days from the approval of the ranking list
- Within Febbraio 2024

The allocated funding must be spent (all commitments must be settled) no later than 31/12/2024

