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KTU - Knowledge Transfer Unit

From Applied Research and Technology-Entrepreneurial Know-How Exchange to Development of
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**KNOWLEDGE
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SHORT OVERVIEW REPORT ON 2.1 KTU staff trained

By UdG, FHJ and KTH

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KTU Report in Staff Training

OVERVIEW: All 5 training activities (Study Visits and workshops) have been carried out as planned in the project (WP1, WP2, WP3 & WP4):

1. Workshop and Study Visit in Graz (AT): Elaborate a KTU strategy and install the units (WP1/ February 2014)
2. Study Visit in Girona (ES): Elaborate a business and activity plan for a KTU (WP2/ June 2014)
3. Study Visit & workshop in Stockholm (SE): Elaborate service and activity portfolios & pilot projects for KTUs (WP2&WP3/ November 2014)
4. Study Visit & workshop in Budapest (HU): Equip the KTUs and learn about rapid prototyping technology (WP1&WP2/ February 2015)
5. Workshop in Graz (AT): Elaborate interdisciplinary courses teaching competences related to Technology Transfer (WP4/ April 2015)

Additional trainings/study visits have been carried out in the course of the twinning partner consulting (WP2; requested by the consortium and approved by EACEA)

6. KTH Twinning Training Week in Stockholm (SE): Intensive full-week training and experience exchange about Knowledge Transfer Activities, Feedback to KTU's strategies, service portfolio's, sustainability KTH (W1-WP3, WP6/21-27 February 2016)
7. UdG Follow-up Study visit Girona (5-12 June 2016): Deepening of knowledge for twinning partners of UdG and FHJ (P6-ISTU, P10-KSMA and P11-DSTU) on research management, KTU office management, 3D printing and their business plans. (WP2; WP6)
8. Visit of KhNU / WP6-Leader to Stockholm (): Consultancy to the sustainability plans, discussing the sustainable growth strategies of the KTUs and further cooperation.

The **main objective** of the training activities was to build up the capacities of the KTU staff to effectively install and run the KTUs. Therefore, the participants were the future staff of the KTUs and it was achieved that the majority of participants successfully completed all training activities relevant for their specific task in the KTU.

Selection criteria for trainers: The trainers have been selected based on their specific working and teaching experience in the respective field of knowledge transfer: Experts on the project-relevant topics (knowledge transfer, labour-market curriculum development, research coordination, rapid prototyping, 3D printing...) have been suggested to the consortium. The inviting institutions and coordinator jointly elaborated a draft agenda and shared it with the consortium at least 4 weeks in advance to the meeting allowing for feedback integration and amending the agenda and speakers. An evaluation of every Study Visit was conducted and recommendations acknowledged for the next Study Visit.

Selection criteria for participants: Primarily, the Study Visits shall be targeted at the staff that will be working in KTUs of the partner country university. One focus was laid on continuity (that the same KTU staff visit all the trainings to build up comprehensive knowledge), another focus was topic-related (that KTU staff attends the Study Visit connected to its job description).

No major changes to the original plan, the Study Visits and workshops have been carried out as planned.



One minor change regarding English translation of the Study Visits: The project budget foresaw Ukrainian or Russian translation for all events, but continuous simultaneous translation was a bit complicated, interruptive and time consuming. As it is eligible to Ukraine partners to take English courses in the framework of TEMPUS projects (a corresponding request by the coordinator to project officer has been approved), partners with a lack in English skills took courses. By this, all PCUs partners became gradually aware and familiar with project specific English expressions and gained courage in using English language. Therefore, the translation budget for the later Study Visits at KTH (Nov. 2014) and BME (Feb. 2015) has been saved for the language courses. As the latest Graz meeting in April 2015 had a very interactive component with workshops and discussions instead of a Study Visit, one translator was dedicated in case any questions needed to be clarified for certain participants. Overall, it can be stated that all participants have achieved a sufficient level of English skills to understand and express themselves in the meanwhile.

In the following, short descriptions to each training are provided (programmes with list of trainers, presentation slides, photos, signature lists and documentation are available to each training):

1. Workshop and Study Visit in Graz (24-26 February 2014)

Documentation: Programme, slides, photos & signature list

Participants: 21 (including EU partners and Ukraine non-university partners), detailed numbers are provided in the chapter “Statistics and Indicators”

Content: The 3-day meeting included a Study Visit, a workshop to WP1 and a consortium meeting. The main objective of the training part was to provide an overall insight in knowledge transfer, get an overview to the State-of-the-Art how KTUs successfully operate in the EU and how a KTU strategy can be set up & a KTU installed.

Workshop: All PCU and European university partners presented their findings by answering and presenting a questionnaire that was distributed before the meeting to exchange the experiences and needs of their knowledge transfer activities. This created a common understanding and overview of the current State-of-the-Art at all partner institutions of the project.

Building on this, a workshop was conducted in which the overall KTU strategy was discussed and jointly agreed on. The minimum / core activities of every KTU, internal and external KTU target groups and recommendations where the KTU shall be established within the respective universities hierarchy have been agreed. The overall strategy as an outcome of the workshop shall not be changed or modified. It is somehow the minimum common to all our KTU offices that are established in the project. Partner universities are free to add, but the agreed minimum is required. Build upon this core strategy, the specific KTU strategies have been discussed in break out groups. The specific strategies are adaptations and supplements serving the needs and potentials of the PCUs. At the end of the workshop, each group provided a short written summary of the results of the discussion with a first outline of the specific KTU strategy.



Study Visit: Inputs from FH Joanneum's rector, vice-rector, coordinator of research activities and the coordinator of the largest transfer centre on FH Joanneum's institute level gave an insight on FH Joanneum's experiences in installing and successfully running knowledge transfer unit, cooperating with industry partners and designing study programmes based on labour market needs. In addition, visits of different FH Joanneum laboratories and key actors that stand in close collaboration with industry partners and are experts on knowledge transfer have been undertaken.

Summary of the evaluator:

Overall, the kick off meeting was very well evaluated. Most importantly, participants felt that the meeting was able to clarify a number of essential questions related to the implementation of the project. It also provided an important opportunity for networking amongst the partners. Participants also very much appreciated the contributions made in the context of the study visit.

2. Study Visit in Girona (17-19 June 2014)

Documentation: Programme, slides, photos & signature list

Participants: 18 (including EU partners and Ukraine non-university partners), detailed numbers included in chapter "Statistics and Indicators"

Content: The main objective of this Study visit was to present the different knowledge transfer modalities, examples and best practices at the University of Girona and the possible infrastructures facilitating it (Science and Technology Park, Research Groups and Institutes, local KTU, R&D centres). A secondary objective was the establishment of twinning partnerships. Both objectives were fully achieved. A strong focus was laid on preparing the knowledge basis for WP2 (business and activity plans for each KTU).

Summary of the evaluator:

The study visit in Girona was very well evaluated. Participants fully agreed that the meeting was well organized and that it included a number of very useful presentations and inputs. Furthermore, participants fully agreed that there was enough room everyone to contribute as well as for networking.

3. Study Visit & workshop in Stockholm (10-13 November 2014)

Documentation: Programme, slides/protocol, photos & signature list

Participants: 21 (including EU partners and Ukraine non-university partners), detailed numbers included in chapter "Statistics and Indicators"

Content: The main objective of this training was to support the PCUs in elaborating their service and activity portfolios & pilot projects for KTUs (WP3), aligning them with the KTU strategies from WP1 and building on the business and activity plans of WP2. The objectives were fully achieved. The first two days provided presentations by different KTH units dedicated to different Knowledge Transfer services of KTH and concluded with a workshop on the developments of the tools and services of each KTU. The



consortium meeting day and the monitoring visit on day 3 & 4 of the meeting have also been used to adjust WP3 activities to the other work packages and harmonize KTU strategies, business plans, equipment list and service portfolio. The process how to implement Pilot projects has been optimized due to the current tight economic situation in Ukraine.

Summary of the evaluator:

The study visit/Consortium meeting in Stockholm was very well evaluated. Participants fully agreed that the meeting fulfilled their expectations, that the objectives of the meeting were clear, the meeting well prepared and organized. Participants agreed that inputs of the presenting parties were clear and informative, highlighting in particular presentations which formed part of the study visit. Participants also very much appreciated the discussions which took place after the presentations.

4. Study Visit & workshop in Budapest (23-26 February 2015)

Documentation: Programme, slides, photos & signature list

Participants: 25 (including EU partners and Ukraine non-university partners), detailed numbers are provided in chapter “Statistics and Indicators”

Content: The main objective of this study visit was to present the different knowledge transfer modalities, examples and best practices at the Budapest University of Technology and Economics, and the possible infrastructures facilitating it (departments, research groups and institutes, the local KTU, other institutions). A focus was laid on understanding the potential and technical aspects of rapid prototyping technologies such as 3D printing.

The objective was fully achieved. The study tour provided a deeper insight for the participants about BME's operations and organizations related to knowledge transfer, while the two external visiting places provided a different, international perspective to the participants. On the second day as a continuation of the first day visiting tour, several presentations were held about knowledge transfer activities of BME. After the presentations, a workshop was organised about the planned special activities of the KTUs and rapid prototyping (“Making ideas tangible”) with the following content: what we call prototype; intro to additive manufacturing techniques (short explanation and getting in touch with some printed examples); how to create a digital 3D model (the main available approaches and short practical intro); pre-production for additive manufacturing (e.g. slicing); printing.

The end of the second day face-to-face meetings were organised with each PCU to finalize the equipment list of the KTUs. The third day started with a DEMOLA Budapest workshop which included practical exercises how to produce low-budget versions of prototyping (“shitty prototyping”) to visualize ideas of knowledge transfer. The third day continued with a Business Plan (W2) & service portfolio (WP3) workshops to feedback and update the current version of KTU business and activity plans as well as service portfolios. The Consortium meeting took place on the fourth day (26/02/2015). Each WP leader presented the status quo of its WP and the next steps have been defined.



Summary of the evaluator: In general, the participants agree that the meeting was well prepared and that the implementation of the meeting filled the expectations of the participants. Most participants thought that there was enough room for everybody to contribute and to network. The preparatory information to the event was rated good and the objective of the meeting seems to have been clear to the participants. Also the input that the participants got from presenting parties was considered clear and informative.

5. Workshop in Graz (28-30 April 2015)

Documentation: Programme, slides, photos & signature list

Participants: 20 (including EU partners and Ukraine non-university partners), detailed numbers included in chapter “Statistics and Indicators”

Content: The main objective of this workshop was to provide insights in status-quo curricula development in order to support the PCUs in elaborating interdisciplinary courses (with competences related to Technology Transfer). A whole day of the meeting was therefore solely dedicated to work on the specific curricula of the PCUs and provide additional input and feedback to enhance the Bologna conformity of the courses. All the other work packages received a timeframe to present the current status quo and set up the task list for the upcoming period. EU partners which were not budgeted to attend this meeting provided their inputs via Skype and sent their slides in advance.

Following up the recommendation of the Ukrainian National Erasmus+ Office, inter-project coaching has become a core issue of KTU and one session at the meeting was dedicated to this. The partners presented projects where synergies to the KTU project could be realized and suggested an action plan how to proceed. In addition, a special guest speaker from another project was invited to present the main findings from their project in order to support the development of the financial sustainability plans of the KTUs: Federico Munari the University of Bologna of the FinKT project (“Financing Knowledge Transfer in Europe” funded by the European Investment Bank, under the EIBURS measure; project ended in Feb. 2015).

Summary of the evaluator: Participants agree that the meeting was well prepared and that the implementation of the meeting fulfilled the expectations of the participants. The participants also stated that there was enough room for everybody to contribute and to network. The preparatory information to the event was rated good and the objective of the meeting was clear to the participants. Also the inputs that the participants got from presenting parties was considered clear and informative.

Additionally, 3 follow-up training activities have been carried out with prior permission of the EACEA:

6. KTU Twinning Training Week in Stockholm/KTH (21-27 February 2016)

Documentation: Programme, slides, photos & signature list

Participants: 6 (1x P6-ISTU, 2x P7-KhAI, 2x P8-UB, 1x P9-KhNU)



Content: In order to offer an efficient way for the implementation of bilateral partnerships and mentoring in the project, KTH took the initiative to offer a training session in Stockholm covering the following topics: “Practical aspects of 3D printing”, “Applications using eye-tracking equipment”, “Establishing framework for strategic partnerships with the industry and society partners” and “Long-term development of university infrastructure supporting innovations”. Representatives from the KTU offices of KhAI, KhNU, UB and ISTU took part in the activity. Participation was approved beforehand by EACEA.

It was a very fruitful meeting, as the trainings took place early in the project, and now the participants could deepen their knowledge gained at the previous trainings and also exchange experiences on a higher level (as the KTU staff already worked now at the KTU offices for more than 1,5 years and could bring in more hands-on experience as well as additional, more specific questions which have evolved through their work at the KTU).

7. KTU Study visit Girona (5-12 June 2016)

Documentation: Programme, slides, photos & signature list

Participants: 6 (2x P6-ISTU, 2x P10-KSMA, 1x P11-DSTU)

Content: P4-UdG was inviting their twinning relationship partners P10-KSMA and P11-DSTU for a follow-up study visit to Girona to deepen the knowledge gained and consult on an individual basis the KTU strategy, the business and activity plans, their service portfolios as well as their sustainability plans. As ISTU is also working with similar services and equipment, they were invited to join this training. Participation was approved beforehand by EACEA. Therefore, hands-on sessions have been organized to different topics (3D printing, research management, KTU office management) as well as workshops on the project results (BAP revision, 3D printing) and on-site visits of laboratories (UdG KTU, 3D printing facilities at UdG and SICNOVA).

8. Study Visit of KTH Stockholm by P9-KhNU (WP6 leader – sustainability and exploitation) (19 - 22 Apr 2016)

Participants: Prof. Oksana Pomorova and Dmytro Medzaty

Content: As leader of WP6 “Sustainability and Exploitation”, KhNU is responsible for coordinating the process of developing sustainability plans for all 6 KTUs. As KTH is their twinning partner and experienced in this topic, KhNU was invited to work and get consultancy, visit several units in KTH to specify the strategy of sustainable growth of their KTU unit and the other KTUs and better integrate it in the University ecosystem. Also, further cooperation between KTH units and KhNU were discussed, which is also directly supporting KhNU KTU’s sustainability.