

Institutional framework for development of the third mission of universities in Serbia

Final report on continuing education activities assessment and recommendations



D4.6 Final report on continuing education activities assessment and recommendations

Project Acronym:	IF4TM
Project full title:	Institutional framework for development of the third mission of universities in Serbia
Project No:	561655-EPP-1-2015-1-RS-EPPKA2-CBHE-SP
Funding Scheme:	ERASMUS+
Coordinator:	UKG – University of Kragujevac
Project start date:	October 15, 2015
Project duration:	36 months

Abstract	D4.6 Final assessment of continuing education activities and follow up
	recommendations

DOCUMENT CONTROL SHEET

Title of Document:	D4.6 Final report on continuing education activities assessment and recommendations
Work Package:	WP4 – Continuing education dimension
Last version date:	20/05/2019
Status:	Final report
Document Version:	V18
File Name	D4.6_Final report on continuing education activities _v18
Number of Pages	55
Dissemination Level	Public

The European Commission support for the production of this publication does not constitute an endorsement of the contents which reflects the views only of the authors, and the Commission cannot be held responsible for any use which may be made of the information contained therein.

TABLE OF CONTENT

D(OCUMENT CONTROL SHEET	2
TΑ	BLE OF CONTENT	3
1.	Introduction	4
2.	Activities on development of legal framework for integrative approach in continuing education .	5
3.	Activities on organisation and establishing Univeristy units included in CE	6
4.	Quality assurance and assesment	7
5.	Incentives for participants in the development and realization of continuing education	8
6.	Promotion of continuing education at university and wider community	9
7.	Follow up recommendations	10
8.	Overview of CE activities at partner institutions (selected examples)	13
	8.1 State University of Novi Pazar	13
	8.2 University of Kragujevac	17
	8.3 University of Novi Sad	26
	8.4 University of Belgrade	31
	8.5 University of Nis	36
	8.6 Belgrade Metropolitan University	39
	8.7 Technical College of Applied Sciences Zrenjanin	51

1. Introduction

Continuing education (CE) as important part of the third mission was in focus as one of the main objectives of IF4TM project. National partners on IF4TM have different organizational models, in order to tackle this issue joint approach to CE was developed in the beginning of the project activities. Main outcome of this initial endeavor was development of the integrative approach for CE. This approach put special focus on the quality and sustainability requirements for every aspect of the third mission of universities.

This integrative approach is baseline document for this report. Results and findings of the whole set of activities on CE on partner institutions will be summarized and assessed.

This report provides overview of the realized activities on each national partner institutions in line with integrative approach. Document provides results of monitoring and analysis of implementation and progress of CE activities within IF4TM project.

Report is organized in following order.

After introducing chapter overview of activities on development of legal framework for integrative approach in continuing education is provided for every partner. Third chapter provides information on establishing of specialized university units responsible for and/or included in CE processes. Forth chapter provide overview of implementation of quality assurance and assessment procedures on the partner institutions. Fifth chapter provides information of incentives for participants in the development and realization of continuing education. Sixth chapter cover issues of promotion of continuing education at university level and to wider community.

Based on these, seventh chapter provides a set of conclusions and recommendations will be given in order to make this process sustainable after the project's end.

Final chapter give detailed overview of the all CE activities delivered during project implementation.

2. Activities on development of legal framework for integrative approach in continuing education

Integrative approach encompasses accomplishment of the Continuing Education (CE) objectives and include already existing but fragmented activities. Integrative approach includes courses already realized at universities and member faculties that do not belong to the system of formal education. Simultaneously defines procedures for course approval at university level, their evaluation, registration and publishing, monitoring of participants progress, issuing certificates and reporting. This includes normative regulations and clearly defined procedures that CE organizers need to apply. Besides, it regulates process for the approval of new courses as well as to establish the efficient quality assurance through clearly defined procedures and monitoring of key progress indicators.

One of the important aspects developed during project is development of bylaws which will govern CE activities on university and/or clear inclusion of the CE in the existing regulatory documents on the HEI. During implementation of the project recommendation for development of the bylaws and appropriate documentation is delivered as internal part of the integrative approach to CE.

Partner institution	UKG	UBG*	UNI	UNS	SUNP	BMU	TCAS
Acronym							
Bylaws for governing of CE adopted	Yes	Yes	Yes	Yes	Yes	Yes	No
(Yes/No)							
Annexes for mapping of CE adopted as integral part of	Yes	Yes	Yes	No	Yes	No	No
bylaws governing CE							
(Yes/No)							
Annexes for application and approval of continuing	No	Yes	No	No	No	No	No
education programs adopted as integral part of bylaws							
governing CE (Yes/No)							
Annexes for realization of CE program as integral part	No	Yes	No	No	Yes	No	No
of bylaws governing CE (Yes/No)							
Annexes for reporting and issuing certificates adopted	No	No	No	Yes	Yes	Yes	No
as integral part of bylaws governing CE (Yes/No)							

^{*}Note: Some of the listed parameters have existed previously in regulatory acts of UBG, while IF4TM contributed to their update and improvement.

3. Activities on organisation and establishing University units included in CE

Integrative approach of CE education developed during implementation of IF4TM project envisaged existence of the unified unit established on the University level for coordination of overall CE activities.

University CE unit, by integrative approach is responsible for approval, organization, development and promotion of system of continuing education and provides the support to all parties interested in further education and professional improvement.

Partner institution	UKG	UBG*	UNI	UNS	SUNP	BMU	TCAS
Acronym							
CE unit established at university level	Yes	Yes	Yes	Yes	Yes	Yes	No
(Yes/No)							
CE unit objectives, activities and scope of work	Yes	Yes	Yes	Yes	Yes	Yes	No
defined and adopted (Yes/No)							
Defined roles and joint activities of different	Yes	No	Yes	No	Yes	Yes	No
university/faculty units in integrative approach for							
continuing education (Yes/No)							
CE unit coordination of continuing education activities	No	No	Yes	No	Yes	Yes	No
with faculties and other university units established							
(Yes/No)							

^{*}Note: Some of the listed parameters have existed previously in regulatory acts of UBG, while IF4TM contributed to their update and improvement.

4. Quality assurance and assesment

Overview of the quality assurance and assesmet mechnism for CE established on partner HEI.

Partner institution	UKG	UBG	UNI	UNS	SUNP	BMU	TCAS
Acronym							
Strategy or action plan updated with measures and activities related to quality assurance of CE (Yes/No)	Yes	Yes	Yes	Yes	Yes	Yes	No
Procedures for development and approval of CE adopted (Yes/No)	No	Yes	No	No	Yes	Yes	No
Procedures for quality assurance and assessment in realization of CE adopted (Yes/No)	Yes	Yes	Yes	Yes	Yes	Yes	No
Procedures for quality assurance and assessment in realization of CE adopted (Yes/No)	Yes	Yes	Yes	Yes	Yes	Yes	No
Monitoring of the integrative approach in the realization of continuing education and key performance indicators adopted (Yes/No)	No	No	No	No	Yes	No	No

5. Incentives for participants in the development and realization of continuing education

Overview of the incentives for participants in the development and realization of continuing education established on partner HEI.

Partner institution	UKG	UBG	UNI	UNS	SUNP	BMU	TCAS
Acronym							
Incentives for professors and associates	No	No	No	No	Yes	Yes	No
(Yes/No)							
Incentives for the university member institutions and	Yes	Yes	Yes	Yes	Yes	Yes	No
organizational units dealing with the continuing							
education (Yes/No)							
Incentives for development of cooperation with	Yes	Yes	Yes	No	Yes	Yes	No
partner institutions in development and realization of							
continuing education programs (Yes/No)							

6. Promotion of continuing education at university and wider community

Overview of internal and external promotion of CDE activities in order to provide increased visibility of CE courses.

Partner institution	UKG	UBG	UNI	UNS	SUNP	BMU	TCAS
Acronym							
Internal promotion and visibility of continuing	Yes	Yes	Yes	Yes	Yes	Yes	No
education programs in integrative approach (Yes/No)							
Promotion of continuing education programs towards	Yes	Yes	Yes	Yes	Yes	Yes	No
the wider community (Yes/No)							

7. Follow up recommendations

Within the framework of a comprehensive analysis and mapping of CE activities to seven HEIs in Serbia, which are project partners at the beginning of the project, SWOT anlies and initial recommendations, partners of the IF4TM project have developed the <u>D4.1 Guidelines for establishing the integrative approach in continuing education at the university level</u>.

The D4.1 gives the basic principles of the legal regulations of the integrative approach to continuing education, with guidelines for the development of the Bylaw on Continuing Education, as well as the guidelines for the development of the Bylaw annexes.

Based on the answers given in the tables shown in chapters 2, 3, 4, 5 and 6 of this report, all Serbian universities that are project partners have adopted a strategy/bylaw that regulates continuing education activities. Four out of seven HEIs have defined procedures and questionnaires for mapping the CE activities and supply, while only one university has and applies annexes to the CE bylaw defining procedures for the approval and implementation of the CE program. Procedures and annexes to the CE bylaw relating to the reporting and monitoring of implemented CE programs and the issue of certificates are defined on three surveyed universities.

Recommendation 1: To Develop and implement bylaw and accompanying annexes that regulate the field of continuous education in all phases, starting from mapping needs and supply, applying and approving CE programs at an integrated university level, through a quality implementation of the CE program, up to the issuance of certificates, recognition of points and ECTS credits, as well as reporting on implemented CE programs.

Use the Guidelines D4.1 as follows:

- Chapter 3 Development of legal framework for integrative approach in continuing education at university level
- Section 7.3 Procedures for development and approval of continuing education programs
- Section 7.4 Procedures for quality assurance and assessment in realization of continuing education programs
- Section 7.5 Procedures for issuing certificates in continuing education programs
- Section 7.6 Monitoring of the integrative approach in the realization of continuing education and key performance indicators

and D4.1 annexes:

- Annex 1.1 Questionnaires for the management of higher education institution (Questionnaires#1)
- Annex 1.2 Questionnaire for professors, associates and researchers (Questionnaire#2)
- Annex 2.1 Request for approval of the Continuing education program by the university's Committee
- Annex 2.2 Elaborate on the introduction of new continuing education program
- Annex 2.3 Curriculum
- Annex 2.4 Table of lecturers
- Annex 2.5 Description of space, equipment and other teaching material to be used in the realization of CE program

- Annex 3.1 Attendance logs
- Annex 3.2 Questionnaire of satisfaction
- Annex 3.3 Register of the results of knowledge examinations and achieved learning outcomes
- Annex 4.1 Report on realized program of continuing education
- Annex 4.2 Request for issuing certificates
- Annex 4.3 Certificate model
- Annex 4.4 Annual report on realization of approved CE programs

All partner universities in Serbia, participating in the IF4TM project have established organizational units dealing with coordination and support CE activities, with clearly defined objectives, activities and scope of work. However, only three universities reported having established coordination of CE activities with faculties / departments and other organizational units.

Recommendation 2: In order to establish an integrative approach and better coordination, promotion, monitoring and reporting of CE activities, it is necessary for university CE organizational units to establish better and sustainable cooperation with a similar units established at the of faculties/departments, to develop an integrated information system and regular updating of data on implemented CE programs.

In the area of quality assurance and assesment, all the universities that have been interviewed have a Quality Assurance Strategy and a Commission for Quality Control and Assurance, which, among other things, are responsible for approving and assessing the quality of CE programs that are being implemented in an integrative approach at university level. It has been shown that integrated universities have clearly defined procedures for applying, developing and approving the CE program, and partly for monitoring them.

Recommendation 3: To establish clearly defined procedures for the application and development of the CE program by faculty/departmental employees, procedures for approval, quality control and quality assurance proposed and implemented by the Commission for Quality Control and Quality Assurance, at the proposal of a special Working Group of the Commission. Familiarize employees at the university/faculties/departments of the approved procedures and their mandatory application. Define key performance indicators for monitoring implementation and progress in the field of CE, especially in terms of quality, with the aim of results-oriented monitoring and reporting.

Almost all the universities in Serbia, the partners in the IF4TM project have defined incentives for CE organizational units, both at the university level and at the faculty level (if any), as well as the incentives for developing cooperation with partner institutions for the development and implementation of the CE program. However, only two universities (integrated) have defined incentives for employed professors and associates to be more engaged in CE activities.

Recommendation 4: To establish a system of incentives for a wider and better development and implementation of CE activities by professors and associates at universities, including material and non-material incentives.

Use the Guidelines D4.1, as follows:

- Chapter 8. Incentives for participants in the development and realization of continuing education
- Section 8.1 Incentives for professors and associates

8. Overview of CE activities at partner institutions (selected examples)

8.1 State University of Novi Pazar

Title of CE programme (SUNP-1)	Operational Trainer in Sport
Implementing Faculty/ Department/University unit	Department biomedical sciencess
Short description	Course covered operational trainings for certificated trainers in different sport disciplines. Course atendees acquried certificates for the operational trainers for volleyball, fitness and karate.
Type of CE programme	 Short study programs ☐ Lifelong learning programs – training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). ☐ training without modules ☐ training with modules ☐ workshop ☐ other
Duration (number of active hours)	250
ECTS credits (if any)	
Period of implementation	2016/2017 2017/2018 2018/2019
Location	State University of Novi Pazar
Number of participants during the period	33
External Accreditation of CE programme (if any)	Accreditation of CE at the ministry in charge of education Short cycle studies Programs of non-formal adult education Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees Accreditation of continuing education programs at the Ministry responsible for the area of public administration Accreditation of continuing education programs at the Ministry responsible for the health care area Specialization or sub-specialization

	Continuing education					
University approval of CE programme in integrative	Approved by the Committee for quality assurance and assessment					
approach	☐ Not approved by the Committee for quality assurance and assessment					
Certification type	Certificate on participation					
	Certificate on successfully completion of CE programme					
	☐ No certificate issued					
Quality assurance and	∑ Yes					
assessment in line with	□No					
Integrative approach delivered	Partially					

Title of CE programme (SUNP-2)	Education of the profesors of applied sciences
Implementing Faculty/ Department/University unit	Department of phylosophical sciences
Short description	During this course atendees acquired trainings in the pedagogical, methodical and psychological courses. This set of subject was selected based on the legal recquirement for the teachers in high or elementary schools to have adequate number of the ECTS points during education in order to be eligible to work in education system.
Type of CE programme	 ☑ Short study programs ☐ Lifelong learning programs – training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). ☐ training without modules ☐ training with modules ☐ workshop ☐ other
Duration (number of active hours)	45
ECTS credits (if any)	60
Period of implementation	2016/2017 2017/2018 2018/2019
Location	State University fo Novi pazar
Number of participants during the period	60
External Accreditation of CE programme (if any)	Accreditation of CE at the ministry in charge of education Short cycle studies Programs of non-formal adult education

I	
	Programs and courses of professional development of
	teachers, preschool teachers,
	psychologists/pedagogues and other employees
	Accreditation of continuing education programs at the Ministry
	responsible for the area of public administration
	Accreditation of continuing education programs at the Ministry
	responsible for the health care area
	Specialization or sub-specialization
	Continuing education
University approval of CE	Approved by the Committee for quality assurance and
programme in integrative	assessment
approach	☐ Not approved by the Committee for quality assurance and
	assessment
Certification type	Certificate on participation
	Certificate on successfully completion of CE programme
	☐ No certificate issued
Quality assurance and	∑ Yes
assessment in line with	□ No
Integrative approach delivered	Partially

Title of CE programme (SUNP-3)	Education of the teachers of elementary and secondary schools to properly deliver teaching on Bosninan language
Implementing Faculty/ Department/University unit	Department of phylological sciences
Short description	Education of the teachers of elementary and secondary schools to properly deliver teaching on Bosninan language
Type of CE programme	 ☑ Short study programs ☐ Lifelong learning programs – training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). ☐ training without modules ☐ training with modules ☐ workshop ☐ other
Duration (number of active hours)	40
ECTS credits (if any)	

Period of implementation	2016/2017
	2017/2018
	2018/2019
Location	State University of Novi Pazar
Number of participants during the period	300
External Accreditation of CE	Accreditation of CE at the ministry in charge of education
programme (if any)	Short cycle studies
	Programs of non-formal adult education
	Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees
	 Accreditation of continuing education programs at the Ministry responsible for the area of public administration
	Accreditation of continuing education programs at the Ministry responsible for the health care area
	Specialization or sub-specialization
	Continuing education
University approval of CE	Approved by the Committee for quality assurance and
programme in integrative	assessment
approach	Not approved by the Committee for quality assurance and assessment
Certification type	Certificate on participation
	Certificate on successfully completion of CE programme
	☐ No certificate issued
Quality assurance and	⊠ Yes
assessment in line with	□No
Integrative approach delivered	Partially

8.2 University of Kragujevac

Title of CE programme (UKG-1)	Educational program for teachers for implementation of informatics and computing classes in elementary school
Implementing Faculty/ Department/University unit	Faculty of Pedagogy Jagodina
Short description	The overall objective of the program is to develop the competences necessary for independent work of teachers of informatics and computing in the elementary school. The teachers need to acquire and develop knowledge, skills and competences important for the teaching profession in the area of informatics and computing.
	The forms of courses are contact classes, online classes and consultations that are realized according to the previously adopted schedule. List of elective courses: Basics in informatics (3 ECTS, 15h lectures, 30h exercise) Basics of computing systems (5 ECTS, 30h lectures, 15h exercise) Digital literacy (5 ECTS, 30h lectures, 15h exercise) Introduction in programming (5 ECTS, 30h lectures, 15h exercise) Software tools in education (5 ECTS, 30h lectures, 15h exercise) Informatics in education (3 ECTS, 15h lectures, 30h exercise) Hypermedia in e-education (5 ECTS, 30h lectures, 15h exercise) Methods in teaching informatics (5 ECTS, 30h lectures, 15h exercise) Programming (5 ECTS, 30h lectures, 15h exercise) Methods of programming (5 ECTS, 30h lectures, 15h exercise) Development of web pages (5 ECTS, 30h lectures, 15h exercise) New technologies in education (5 ECTS, 30h lectures, 15h exercise) New technologies in education (5 ECTS, 30h lectures, 15h exercise) ICT in education (5 ECTS, 15h lectures, 30h exercise) Methods of informatics education (5 ECTS, 30h lectures, 30h exercise, study research work 30)
	 Distance learning (5 ECTS, 30h lectures, 15h exercise, study research work 30h) Final paper – project from the area of informatics
Type of CE programme	Short study programs

	Lifelong learning programs – training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI).
	training without modules
	training with elective modules (courses are elective and could be combined by each trainee)
	workshop
	other
Duration (number of active hours)	From 45-75h depending on the course (please see above)
ECTS credits (if any)	3 ECTS or 5 ECTS
	Total 92 ECTS in all 16 offered courses
Period of implementation	2018 -
Location	Faculty of Pedagogy Jagodina
Number of participants during the period	Not available
External Accreditation of CE	Accreditation of CE at the ministry in charge of education
programme (if any)	Short cycle studies
	Programs of non-formal adult education
	Programs and courses of professional development of teachers, preschool teachers,
	psychologists/pedagogues and other employees
	Accreditation of continuing education programs at the Ministry responsible for the area of public administration
	Accreditation of continuing education programs at the Ministry responsible for the health care area
	Specialization or sub-specialization
	Continuing education
University approval of CE	Approved by the Committee for quality assurance and
programme in integrative	assessment
approach	Not approved by the Committee for quality assurance and assessment
Certification type	Certificate on participation
	Certificate on successfully completion of CE programme
	☐ No certificate issued
Quality assurance and	⊠ Yes
assessment in line with	□No
Integrative approach delivered	Partially

Title of CE programme (UKG-2)	Programs of professional development
Implementing Faculty/ Department/University unit	Faculty of Pedagogy Jagodina
Short description	The priority of the program is strengthening the role of educational institution through development of programs for professional development of teachers. The faculty offers seven CE courses:
	 First aid and support to a child or adolescent in crisis Quality of education I – Social aspects of successful learning and teaching Quality of education II – Organizational aspects of successful learning and teaching Quality of education III – Cognitive aspects of successful learning and teaching Project model of teaching Leadership in education – management of education institutions (part I) Leadership in education – management of education institutions (part II)
Type of CE programme	Short study programs Lifelong learning programs – training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). Training without modules training with modules workshop other
Duration (number of active hours)	1 -3 days
ECTS credits (if any)	n.a.
Period of implementation	2018/2019
Location	Faculty of Pedagogy Jagodina
Number of participants during the period	Not available, but 20 -30 trainees per training planned
External Accreditation of CE programme (if any)	Accreditation of CE at the ministry in charge of education Short cycle studies Programs of non-formal adult education Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees Accreditation of continuing education programs at the Ministry responsible for the area of public administration

	Accreditation of continuing education programs at the Ministry responsible for the health care area
	Specialization or sub-specialization
	Continuing education
University approval of CE programme in integrative approach	☐ Approved by the Committee for quality assurance and assessment☐ Not approved by the Committee for quality assurance and
	assessment
Certification type	Certificate on participation
	Certificate on successfully completion of CE programme
	No certificate issued
Quality assurance and	Yes
assessment in line with	⊠ No
Integrative approach delivered	Partially

Title of CE programme (UKG-3)	Programs for physicians, doctors and specialists
Implementing Faculty/ Department/University unit	Faculty of Medical Sciences
Short description	According to the Law on Medical Chambers and accompanied bylaws, 22 000 doctors and 70 000 medical technicians in Serbia are obliged to gather at least 24 points each year in the framework of continuous medical education, so that after 7 years they can renew the license.
	In line with the changes to the Statute of the Faculty of Medical Sciences in Kragujevac from 2016 a compulsory subject in the career advancement of teachers and associates is ORGANIZATION OF AT LEAST ONE COURSE OF CONTINUAL MEDICAL EDUCATION. Therefore, teachers and faculty associates actively participate in the development of various programs of continuing education.
	The curriculum components of CE programs are:
	1. Name
	2. Objectives of the CE program
	3. A description of the knowledge and skills that the student will acquire when completing the program
	4. Detailed plan and program
	5. Recommended references for course participants
	6. Description of the method of knowledge transfer (classical lectures, problem-based learning, clinical problem solving, exercises, etc.)
	7. Evaluation method
	8. List of lecturers, their curriculum vita, their lists of papers
	9. Points value

10. Accreditation data

The Faculty has established a Center for Continuing Education which is in charge of coordinating the development and realization of the CE programs. The proposal of the CE program is sent to the Center by the teachers and associates. Each proposed CE program is subject of evaluation performed by the Program Council of the Center, and after that they are adopted as courses of continuous education of the Faculty of Medical Sciences in Kragujevac. Periodically, all received and adopted CE programs refer to Externall accreditation to the Health Council of the Republic of Serbia at the Ministry of Health.

Since June 2016, the following CE programs have been implemented:

- Insulin resistance in children and adolescents
- Modern diagnostic and therapy approach to vitally endanger of new born
- Modern principles of multidisciplinary diagnostics and treatment of breast cancer – application of recommendations of ST GALLEN CONFERENCE 2015
- DIABETES MELLITUS in clinical practice 1: epidemiology, etiopathogenesis, prevention and diagnostics
- Food safety and alimentary diseases
- Therapeutic and pharmaceutical-economic aspects of chronic inflammatory bowel disease
- Characteristics of homeopathic treatments and medicines
- Application of antibiotics in surgery
- Ostheparthrosis of peripheral joints
- DIABETES MELLITUS in clinical practice 3: therapy of diabetes type 1
- Modern contraception
- Medical documentation and reports
- New trends in ophthalmology
- Leukocytosis as accompanying phenomenon of various diseases
- High risk pregnancies and thrombophilia
- The role of physical and chemical characteristics of medicine on ADME processes
- Regulative for biocide substances and other chemicals
- Ultrasound in clinical nephrology
- Informatics in health care
- Treatment of rheumatology arthritis
- Modern approach to diagnostics and treatment of acute pancreatitis
- Competences in primary health care challenges of interprofessional education for scholastic to the health care of older people
- Obstructive apnea syndrome in children
- Enteral and parenteral nutrition of critically ill patients

	 Liver diseases and kidney damages in clinical practice Current guidelines of glaucoma with ophthalmological and social aspects Dry eye and disease of Meibomian gland – diagnostics and therapy Clinical pharmacokinetics Basics of pharmaco-economics
Type of CE programme	Short study programs
	 ∠ Lifelong learning programs – training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). ∠ training without modules _ training with modules _ workshop _ other
Duration (number of active hours)	1 day
ECTS credits (if any)	ECTS is not applicable.
	Each CE program has defined points, for example 8 points for trainer and 4 points for trainee
Period of implementation	2016-2018
Location	Center for continuing education of the Faculty of medical sciences
Number of participants during the period	Not available
Number of participants during	
Number of participants during the period External Accreditation of CE programme (if any) University approval of CE	Not available ☐ Accreditation of CE at the ministry in charge of education ☐ Short cycle studies ☐ Programs of non-formal adult education ☐ Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees ☐ Accreditation of continuing education programs at the Ministry responsible for the area of public administration ☐ Accreditation of continuing education programs at the Ministry responsible for the health care area ☐ Specialization or sub-specialization ☐ Continuing education ☐ Approved by the Committee for quality assurance and
Number of participants during the period External Accreditation of CE programme (if any)	Not available Accreditation of CE at the ministry in charge of education Short cycle studies Programs of non-formal adult education Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees Accreditation of continuing education programs at the Ministry responsible for the area of public administration Accreditation of continuing education programs at the Ministry responsible for the health care area Specialization or sub-specialization Continuing education

	Certificate on successfully completion of CE programme
	☐ No certificate issued
Quality assurance and	Yes
assessment in line with	□ No
Integrative approach delivered	Partially

Title of CE programme (UKG-4)	Oracle Academy Java Programming
Implementing Faculty/ Department/University unit	Faculty of Engineering Sciences of the University of Kragujevac
Short description	The course is organized for the students of the second year of Electrical engineering and computing (study program Computer technique and software engineering).
Type of CE programme	☐ Short study programs ☐ Lifelong learning programs — training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). ☐ training without modules ☐ training with modules ☐ workshop ☐ other
Duration (number of active hours)	
ECTS credits (if any)	n.a.
Period of implementation	2017-2018
Location	Faculty of Engineering University of Kragujevac
Number of participants during the period	27 (2017) n.a. (2018)
External Accreditation of CE programme (if any)	Accreditation of CE at the ministry in charge of education Short cycle studies Programs of non-formal adult education Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees Accreditation of continuing education programs at the Ministry responsible for the area of public administration Accreditation of continuing education programs at the Ministry responsible for the health care area Specialization or sub-specialization Continuing education

University approval of CE programme in integrative approach	☐ Approved by the Committee for quality assurance and assessment☐ Not approved by the Committee for quality assurance and assessment
Certification type	☐ Certificate on participation☐ Certificate on successfully completion of CE programme☐ No certificate issued
Quality assurance and assessment in line with Integrative approach delivered	☐ Yes ☐ No ☑ Partially

Title of CE programme (UKG-5)	3D CAD modeling for pupils in Gymnasium
Implementing Faculty/ Department/University unit	Faculty of Engineering Sciences of the University of Kragujevac
Short description	The course is organized for pupils of secondary schools (grammar and other). The participants had the opportunity to learn more about the attractive possibilities of PLM software of DS CATIA and Autodesk Inventor, as well as to demonstrate the development of modelled parts on 3D printer.
Type of CE programme	Short study programs
	Lifelong learning programs – training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI).
	training without modules
	training with modules
	workshop
	other
Duration (number of active hours)	24 hours (4 Saturdays x 6 hours)
ECTS credits (if any)	For participants who enroll the Faculty of engineering, a number of ECTS credits will be appointed and added to the number of ECTS for similar subjects within the enrolled study program.
Period of implementation	2016-2018
Location	Faculty of Engineering University of Kragujevac
Number of participants during	Over 40 (2017)
the period	n.a. (2016, 2018)
External Accreditation of CE	Accreditation of CE at the ministry in charge of education
programme (if any)	Short cycle studies
	Programs of non-formal adult education

	Programs and courses of professional development of
	teachers, preschool teachers,
	psychologists/pedagogues and other employees
	 Accreditation of continuing education programs at the Ministry responsible for the area of public administration
	 Accreditation of continuing education programs at the Ministry responsible for the health care area
	Specialization or sub-specialization
	Continuing education
University approval of CE programme in integrative	Approved by the Committee for quality assurance and assessment
approach	igtimes Not approved by the Committee for quality assurance and assessment
Certification type	Certificate on participation
	Certificate on successfully completion of CE programme
	☐ No certificate issued
Quality assurance and	Yes
assessment in line with	□No
Integrative approach delivered	□ Partially

8.3 University of Novi Sad

Title of CE programme (UNS-1)	Managers in sport
Implementing Faculty/ Department/University unit	Faculty of Sport and Physical Education
Short description	This Programme is programme for continuing education of persons who would like to work in sports. The content is as follows:
	Sociology of sport
	Psychology of sport
	Health protection and anti-doping in sport
	Theory of sport training
	Management of projects in sport
	Sports law
	Management of risks in sport
	Sports organization
	Statistics and informatics in sport
	Sport management
	Sport economics and financial management
	Marketing and public relationship
	Management of sport events and objects
	Practical work in sports management
Type of CE programme	Short study programs
	Lifelong learning programs – training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI).
	training without modules
	training with modules
	workshop
	other
Duration (number of active hours)	240
ECTS credits (if any)	
Period of implementation	2017-2018
Location	Novi Sad
Number of participants during the period	30
External Accreditation of CE	Accreditation of CE at the ministry in charge of education
programme (if any)	Short cycle studies
	Programs of non-formal adult education

	Programs and courses of professional development of
	teachers, preschool teachers,
	psychologists/pedagogues and other employees
	Accreditation of continuing education programs at the Ministry responsible for the area of public administration
	Accreditation of continuing education programs at the Ministry responsible for the health care area
	Specialization or sub-specialization
	Continuing education
University approval of CE programme in integrative	Approved by the Committee for quality assurance and assessment
approach	☐ Not approved by the Committee for quality assurance and assessment
Certification type	Certificate on participation
	☐ Certificate on successfully completion of CE programme
	☐ No certificate issued
Quality assurance and	∑ Yes
assessment in line with	□ No
Integrative approach delivered	Partially

Title of CE programme (UNS-2)	Stress and mental disorders
Implementing Faculty/ Department/University unit	Faculty of Medicine (Center for continual education in medicine)
Short description	In a multicentric WHO study, 60-80% of accidents at work were caused by stress. It is also considered that stress-related disorders or so-called lifestyle diseases are the cause of death in 70-80% of cases in the developed world. The strong correlation between psychological distress and the occurrence of somatic symptoms has been confirmed in different cultures irrespective of the level of economic development. In addition, stress, acute and chronic undoubtedly represents an important factor in the emergence and manifestation of a range of mental disorders. Timely recognition of predisposed people can "reduce" the number of future chronic diseases and mental disorders, with the appropriate change of the harmful habits of these people and the training to be easier to bear and easier to overcome stressful situations. Consequently, the rate of illness from a range of mental and physical illnesses, as well as the mortality they carry, would be significantly reduced. The quality of life, working, social and family functioning of such persons would be significantly improved.
Type of CE programme	Short study programs

	 ☑ Lifelong learning programs – training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). ☑ training without modules ☐ training with modules ☐ workshop ☐ other
Duration (number of active hours)	1 day
ECTS credits (if any)	
Period of implementation	2018
Location	Novi Sad
Number of participants during the period	12
External Accreditation of CE programme (if any)	 ☐ Accreditation of CE at the ministry in charge of education ☐ Short cycle studies ☐ Programs of non-formal adult education ☐ Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees ☐ Accreditation of continuing education programs at the Ministry responsible for the area of public administration ☒ Accreditation of continuing education programs at the Ministry responsible for the health care area ☐ Specialization or sub-specialization ☒ Continuing education
University approval of CE programme in integrative approach	Approved by the Committee for quality assurance and assessment Not approved by the Committee for quality assurance and assessment
Certification type	☐ Certificate on participation☐ Certificate on successfully completion of CE programme☐ No certificate issued
Quality assurance and assessment in line with Integrative approach delivered	Yes No Partially

Title of CE programme (UNS-3)	Internet marketing
Implementing Faculty/	UNESCO Chair for Entrepreneurial studies
Department/University unit	

Short description	Do you need to expand your business to the Internet? Do you have the need for simple and inexpensive tools to track the needs and habits of your clients? Do you want to learn about the Internet enough so that you can tell your programmers precisely your needs? Do you want to learn how to promote cheap on the Internet and that you can follow the effects of this promotion? For all of you who lack basic knowledge about internet marketing and e-commerce, in general, this training is intended.
	To whom is the training intended? Training is intended for employees as well as students who want to expand their knowledge about internet marketing.
	Training Content: Basics of E-business Development and evaluation of websites Internet marketing campaigns (banner, Google Adwords, FacebookAds, GoogleAdSense, PPC, CPC) Applications on social networks that are used for business purposes: social networks (Facebook, Tweeter, LinkedIn), private and business blogs, Social Web Evaluation of online users Analytics online activities (methods, metrics, online activity measurement - Google Analytics) SEO - Website Optimization / Content for search engines Benefits for attendees:
	You will understand how to create and implement internet marketing strategies. You will learn how to create a company website, and how to track the behavior of site visitors You will learn how to advertise on the Internet and how to measure the results of this campaign You will receive material that will serve as a good reminder and guide
	Training is a combination of lectures and discussions with a special emphasis on practical exercises. You will have direct contact with the trainer and during the training we will deal with your specific problems and issues.
Type of CE programme	Short study programs ☐ Short study programs ☐ Lifelong learning programs — training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). ☐ training without modules ☐ training with modules ☐ workshop

	other
Duration (number of active	1 day
hours)	
ECTS credits (if any)	
Period of implementation	2018
Location	Novi Sad
Number of participants during the period	20
External Accreditation of CE	Accreditation of CE at the ministry in charge of education
programme (if any)	Short cycle studies
	Programs of non-formal adult education
	Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees
	Accreditation of continuing education programs at the Ministry responsible for the area of public administration Accreditation of continuing education programs at the Ministry
	responsible for the health care area
	Specialization or sub-specialization
	Continuing education
University approval of CE programme in integrative	Approved by the Committee for quality assurance and assessment
approach	☐ Not approved by the Committee for quality assurance and assessment
Certification type	Certificate on participation
	Certificate on successfully completion of CE programme
	☐ No certificate issued
Quality assurance and	∑ Yes
assessment in line with	No
Integrative approach delivered	Partially

8.4 University of Belgrade

Title of CE programme (UBG-1)	Financial Analysis Fundamentals in Excel
Implementing Faculty/ Department/University unit	University of Belgrade – Faculty of Economics
Short description	The aim of this course is to introduce the participants to practically applicable concepts and tools of modern financial analysis and to help them in business and financial activities in the real sector, as well as in making personal investment decisions.
Type of CE programme	☐ Short study programs ☐ Lifelong learning programs — training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). ☐ training without modules ☐ training with modules ☐ workshop ☐ other
Duration (number of active hours)	9
ECTS credits (if any)	/
Period of implementation	4-5.03.2016.
	1-2.04.2016.
	27-28.05.2016.
	7-8.10.2016.
	24-25.02.2017.
	31.03-01.4.2017.
	6-7.10.2017.
	11-12.05.2018.
Location	Belgrade
Number of participants during the period	133
External Accreditation of CE	Accreditation of CE at the ministry in charge of education
programme (if any)	Short cycle studies
	Programs of non-formal adult education
	Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees
	Accreditation of continuing education programs at the Ministry responsible for the area of public administration
	Accreditation of continuing education programs at the Ministry responsible for the health care area

	Specialization or sub-specialization
	Continuing education
University approval of CE programme in integrative	Approved by the Committee for quality assurance and assessment
approach	$\hfill \square$ Not approved by the Committee for quality assurance and assessment
Certification type	Certificate on participation
	Certificate on successfully completion of CE programme
	☐ No certificate issued
Quality assurance and	Yes
assessment in line with	□No
Integrative approach delivered	Partially

Title of CE programme (UBG-2)	Development program for managers of retail stores in Delhaize Serbia
Implementing Faculty/ Department/University unit	University of Belgrade – Faculty of Economics
Short description	This program aims to develop professional knowledge, skills and attitudes required for retail management career, especially for store managers.
Type of CE programme	☐ Short study programs ☐ Lifelong learning programs — training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). ☐ training without modules ☐ training with modules ☐ workshop ☐ other
Duration (number of active hours)	30
ECTS credits (if any)	/
Period of implementation	26.09-09.11.2016.
	18.09-01.11.2017.
	24.09-07.11.2018.
Location	Belgrade
Number of participants during the period	160
External Accreditation of CE programme (if any)	Accreditation of CE at the ministry in charge of education
p. 20. d (d)	Short cycle studies Programs of non-formal adult education

	Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees
	Accreditation of continuing education programs at the Ministry responsible for the area of public administration
	Accreditation of continuing education programs at the Ministry responsible for the health care area
	Specialization or sub-specialization
	Continuing education
University approval of CE	Approved by the Committee for quality assurance and assessment
programme in integrative approach	igthiangle Not approved by the Committee for quality assurance and assessment
Certification type	Certificate on participation
	Certificate on successfully completion of CE programme
	No certificate issued
Quality assurance and	Yes
assessment in line with	□No
Integrative approach delivered	Partially

Title of CE programme (UBG-3)	Creation of a case study and application in the teaching of professional subjects: business economics, trade subjects and marketing
Implementing Faculty/	University of Belgrade – Faculty of Economics
Department/University unit	
Short description	Improving teachers' competencies and the quality of the teaching process by using a case study as a modern method of work in teaching the economic group of subjects.
Type of CE programme	Short study programs Lifelong learning programs – training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). training without modules training with modules workshop other
Duration (number of active hours)	8 hours
ECTS credits (if any)	8
Period of implementation	24.12.2016.

	25.11.2017.
	02.12.2017.
	08.12.2017.
	23.12.2017.
	02.06.2018.
	12.05.2018.
Location	Belgrade, Šabac, Kula
Number of participants during the period	143
External Accreditation of CE	Accreditation of CE at the ministry in charge of education
programme (if any)	Short cycle studies
	Programs of non-formal adult education
	Programs and courses of professional development of teachers, preschool teachers,
	psychologists/pedagogues and other employees
	Accreditation of continuing education programs at the Ministry responsible for the area of public administration
	Accreditation of continuing education programs at the Ministry
	responsible for the health care area
	Specialization or sub-specialization
	Continuing education
University approval of CE	Approved by the Committee for quality assurance and
programme in integrative	assessment
approach	Not approved by the Committee for quality assurance and
	assessment
Certification type	Certificate on participation
	Certificate on successfully completion of CE programme
	No certificate issued
Quality assurance and	Yes
assessment in line with	□No
Integrative approach delivered	Partially
· · · · · · · · · · · · · · · · · · ·	

Title of CE programme (UBG-4)	Theoretical innovations in business economics, accounting and the basics of economics and the use of modern teaching methods
Implementing Faculty/ Department/University unit	University of Belgrade – Faculty of Economics
Short description	Improving the competencies of teachers of the economic group of subjects in secondary vocational schools using modern theoretical concepts and methods of work.

Type of CE programme	Short study programs
	Lifelong learning programs – training (term training is used for
	different forms of continuing education realized at the university,
	faculty, institute and different centers within the HEI).
	training without modules
	☐ training with modules
	☐ workshop
Bushing to subsect out a	other
Duration (number of active hours)	8 hours
ECTS credits (if any)	8
Period of implementation	03.12.2016.
	10.12.2016.
	09.12.2017.
Location	Belgrade, Stara Pazova
Number of participants during	70
the period	No and the transfer of the state of the stat
External Accreditation of CE programme (if any)	Accreditation of CE at the ministry in charge of education
programme (ii any)	☐ Short cycle studies
	☐ Programs of non-formal adult education
	Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees
	Accreditation of continuing education programs at the Ministry responsible for the area of public administration
	Accreditation of continuing education programs at the Ministry responsible for the health care area
	Specialization or sub-specialization
	Continuing education
University approval of CE	Approved by the Committee for quality assurance and
programme in integrative approach	assessment
арргоаст	Not approved by the Committee for quality assurance and assessment
Certification type	Certificate on participation
	Certificate on successfully completion of CE programme
	No certificate issued
Quality assurance and	Yes
assessment in line with	□ No
Integrative approach delivered	Partially

8.5 University of Nis

Title of CE programme (UNI-1)	Structural analysis
Implementing Faculty/ Department/University unit	Faculty of Mechanical Engineering
Short description	Course provided training in application of Finite Element Method (FEM) simulations in mechanical engineering. Curse covers the following topics: FEM and FEM modelling. Definition of loads and boundary conditions, Postprocessing and analysis of simulation results, Modal analysis, Parametric optimization.
Type of CE programme	☐ Short study programs ☐ Lifelong learning programs — training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). ☐ training without modules ☐ training with modules ☐ workshop ☐ other
Duration (number of active hours)	20
ECTS credits (if any)	
Period of implementation	2016/2017 2017/2018
Location	Faculty of Mechanical Engineering
Number of participants during the period	10
External Accreditation of CE programme (if any)	Accreditation of CE at the ministry in charge of education Short cycle studies Programs of non-formal adult education Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees Accreditation of continuing education programs at the Ministry responsible for the area of public administration Accreditation of continuing education programs at the Ministry responsible for the health care area Specialization or sub-specialization Continuing education

University approval of CE programme in integrative approach	Approved by the Committee for quality assurance and assessment Not approved by the Committee for quality assurance and assessment
Certification type	☐ Certificate on participation☐ Certificate on successfully completion of CE programme☐ No certificate issued
Quality assurance and assessment in line with Integrative approach delivered	☐ Yes ☐ No ☐ Partially

Title of CE programme (UNI-2)	Rapid prototyping
Implementing Faculty/ Department/University unit	Faculty of Mechanical Engineering
Short description	Course provided training in application of Rapid Prototyping in product development. The course provides theoretical and practical introduction in the Rapid Prototyping process and covers the following topics: Basics and classes of Rapid Prototyping, Additive Manufacturing, Application of Rapid Prototyping and Rapid Tooling.
Type of CE programme	☐ Short study programs ☐ Lifelong learning programs — training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). ☐ training without modules ☐ training with modules ☐ workshop ☐ other
Duration (number of active hours)	10
ECTS credits (if any)	-
Period of implementation	2016/2017 2016/2017
Location	Faculty of Mechanical Engineering
Number of participants during the period	8
External Accreditation of CE programme (if any)	☐ Accreditation of CE at the ministry in charge of education ☐ Short cycle studies ☐ Programs of non-formal adult education

	Programs and courses of professional development of
	teachers, preschool teachers,
	psychologists/pedagogues and other employees
	 Accreditation of continuing education programs at the Ministry responsible for the area of public administration
	Accreditation of continuing education programs at the Ministry responsible for the health care area
	Specialization or sub-specialization
	Continuing education
University approval of CE programme in integrative	Approved by the Committee for quality assurance and assessment
approach	Not approved by the Committee for quality assurance and assessment
Certification type	Certificate on participation
	Certificate on successfully completion of CE programme
	☐ No certificate issued
Quality assurance and	
assessment in line with	□No
Integrative approach delivered	Partially

8.6 Belgrade Metropolitan University

Title of CE programme (BMU-1)	Short-Cycle Program JAVA DEVELOPER
Implementing Faculty/ Department/University unit	Belgrade Metropolitan University
Short description	Within the project financed by the Erasmus + EU Program "Introduction of part-time and short-cycle studies in Serbia" (abbreviated as PT & SCHE), Metropolitan University has developed a pilot program JAVA DEVELOPER. Its aim was to provide the qualification of a Java Developer after 12 months with 600 online and F2F hours of education and training, It consists of 13 courses and a Internship lasting two months. The students that successfully submit all assignments and projects for 13 courses and complete it two months internship, is awared with a Certificate.
Type of CE programme	 Short study programs ☐ Lifelong learning programs – training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). ☐ training without modules ☐ training with modules ☐ workshop ☐ other
Duration (number of active hours)	600
ECTS credits (if any)	60
Period of implementation	02.10.2017-29.09.2018
Location	Metropolitan University in Belgrade and Niš
Number of participants during the period	11
External Accreditation of CE	Accreditation of CE at the Ministry in charge of education
programme (if any)	Short cycle studies
	Programs of non-formal adult education
	Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees Accreditation of continuing education programs at the Ministry responsible for the area of public administration Accreditation of continuing education programs at the Ministry responsible for the health care area Specialization or sub-specialization Continuing education

University approval of CE programme in integrative	Approved by the Committee for quality assurance and assessment
approach	☐ Not approved by the Committee for quality assurance and assessment
Certification type	Certificate on participation
	Certificate on successfully completion of CE programme
	No certificate issued
Quality assurance and	
assessment in line with	□No
Integrative approach delivered	Partially

Title of CE programme (BMU-2)	Java Programming
Implementing Faculty/ Department/University unit	Belgrade Metropolitan University
Short description	In order to develop the required competences of a ICT Profile, such as Developer, a learner must learn all knowledge units (such as topics and sub-topics of a Knowledge Area) specified for the Profile and develop necessary skills. JAVA DEVELOPER, as a 3 rd level specialization of ICT job profile DEVELOPER. This program was developed specifically for UNDP RFP 510
Type of CE programme	Short study programs
	Lifelong learning programs – training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI).
	training without modules
	training with modules
	workshop
	other
Duration (number of active hours)	421
ECTS credits (if any)	60
Period of implementation	29.01.2018-24.09.2018
Location	Metropolitan University, 2 groups in Belgrade and 2 groups in Niš. Every group of 25 students.

Number of participants during the period	96
External Accreditation of CE programme (if any)	 ☑ Accreditation of CE at the Ministry in charge of education ☑ Short cycle studies ☐ Programs of non-formal adult education ☐ Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees ☐ Accreditation of continuing education programs at the Ministry responsible for the area of public administration ☐ Accreditation of continuing education programs at the Ministry responsible for the health care area ☐ Specialization or sub-specialization ☐ Continuing education
University approval of CE programme in integrative approach	Approved by the Committee for quality assurance and assessment Not approved by the Committee for quality assurance and assessment
Certification type	☐ Certificate on participation☐ Certificate on successfully completion of CE programme☐ No certificate issued
Quality assurance and assessment in line with Integrative approach delivered	

Title of CE programme (BMU-3)	Java Programmer
Implementing Faculty/	Belgrade Metropolitan University
Department/University unit	
Short description	Metropolitan University, following market demands, has been working on the short program JAVA PROGRAMER for 20 months. It can be considered as the first commercial, post-project short program that applies all the recommendations that the project defined for short programs for application in higher education of Serbia. The program educates a student, within 12 months, to obtain a

	qualification for a Java programmer's work, i.e. program developers in Java.
Type of CE programme	 Short study programs ☐ Lifelong learning programs – training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). ☐ training without modules ☐ training with modules ☐ workshop ☐ other
Duration (number of active hours)	600
ECTS credits (if any)	60
Period of implementation	2017, 2018
Location	Metropolitan University in Belgrade and Niš
Number of participants during the period	12
External Accreditation of CE programme (if any)	Accreditation of CE at the Ministry in charge of education Short cycle studies Programs of non-formal adult education Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees Accreditation of continuing education programs at the Ministry responsible for the area of public administration Accreditation of continuing education programs at the Ministry responsible for the health care area Specialization or sub-specialization Continuing education
University approval of CE programme in integrative approach	Approved by the Committee for quality assurance and assessment Not approved by the Committee for quality assurance and assessment
Certification type	 ☐ Certificate on participation ☐ Certificate on successfully completion of CE programme ☐ No certificate issued
Quality assurance and assessment in line with Integrative approach delivered	Yes No Partially

Title of CE programme (BMU-4)	Boost your Business - Mastermind
Implementing Faculty/ Department/University unit	Belgrade Metropolitan University
Short description	Workshops called MASTERMIND within BOOST YOUR BUSINESS programs are an interactive workshop with a practical exercise in a working group that exchanges experiences with a pre-arranged work system in the form of a "round table".
	IMPROVE YOUR POSSIBILITY The concept is a completely new product on the Serbian market for successful entrepreneurs from non-competitive activities who, along with the MASTERMIND technique, support the definition and implementation of goals, the improvement of leadership and communication skills, strategic planning and thinking as well as more efficient management of the company. MASTERMIND is a collaborative process, brainstorming, brainwriting, taking responsibility for implementing action steps, commitment and involvement.
Type of CE programme	☐ Short study programs ☐ Lifelong learning programs — training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). ☐ training without modules ☐ training with modules ☐ workshop ☐ other
Duration (number of active hours)	40
ECTS credits (if any)	/
Period of implementation	23.10.2018-11.12.2018.
Location	Metropolitan University in Belgrade
Number of participants during the period	10
External Accreditation of CE programme (if any)	 ☐ Accreditation of CE at the Ministry in charge of education ☐ Short cycle studies ☐ Programs of non-formal adult education ☐ Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees ☐ Accreditation of continuing education programs at the Ministry responsible for the area of public administration

	Accreditation of continuing education programs at the Ministry responsible for the health care area
	Specialization or sub-specialization
	Continuing education
University approval of CE programme in integrative	Approved by the Committee for quality assurance and assessment
approach	☐ Not approved by the Committee for quality assurance and assessment
Certification type	Certificate on participation
	Certificate on successfully completion of CE programme
	No certificate issued
Quality assurance and	Yes
assessment in line with	□No
Integrative approach delivered	Partially

Title of CE programme (BMU-5)	E-commerce manager
Implementing Faculty/ Department/University unit	Belgrade Metropolitan University
Short description	The aim of the course is to transfer students the complete knowledge necessary for the successful completion of the job of an E-commerce manager (online sales manager). Benefits of online sales / purchases are important for both the seller and the buyer. Anywhere and anywhere you can buy your favorite product, you have access to and insight into an unlimited number of products offered, promotions, etc. The product comes fully safe and secure when the customer wants it and in the way he wants it. In this way, loyalty to all the more demanding customers is acquired.
Type of CE programme	☐ Short study programs ☐ Lifelong learning programs — training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). ☐ training without modules ☐ training with modules ☐ workshop ☐ other
Duration (number of active hours)	27
ECTS credits (if any)	/
Period of implementation	2018
Location	Metropolitan University in Belgrade

Number of participants during the period	34
External Accreditation of CE	Accreditation of CE at the ministry in charge of education
programme (if any)	Short cycle studies
	Programs of non-formal adult education
	Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees
	 Accreditation of continuing education programs at the Ministry responsible for the area of public administration
	Accreditation of continuing education programs at the Ministry responsible for the health care area
	Specialization or sub-specialization
	Continuing education
University approval of CE programme in integrative	Approved by the Committee for quality assurance and assessment
approach	☐ Not approved by the Committee for quality assurance and assessment
Certification type	Certificate on participation
	Certificate on successfully completion of CE programme
	☐ No certificate issued
Quality assurance and	Yes
assessment in line with	□No
Integrative approach delivered	□ Partially

Title of CE programme (BMU-6)	Introduction to bitcoin and crypto currencies
Implementing Faculty/	Belgrade Metropolitan University
Department/University unit	
Short description	The course enables students to understand the basic theoretical principles on which crypto-blocks and blockchain technologies are based, understanding their potential and application possibilities, as well as acquiring basic practical knowledge in the use of crypts: buying, selling, sending, receiving and storing crypts.
Type of CE programme	Short study programs
	Lifelong learning programs – training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI).
	training without modules
	training with modules
	workshop

	other
Duration (number of active hours)	16
ECTS credits (if any)	/
Period of implementation	2017, 2018
Location	Metropolitan University in Belgrade
Number of participants during the period	92
External Accreditation of CE	Accreditation of CE at the ministry in charge of education
programme (if any)	Short cycle studies
	Programs of non-formal adult education
	Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees
	Accreditation of continuing education programs at the Ministry responsible for the area of public administration Accreditation of continuing education programs at the Ministry
	responsible for the health care area
	Specialization or sub-specialization
	Continuing education
University approval of CE programme in integrative	Approved by the Committee for quality assurance and assessment
approach	☐ Not approved by the Committee for quality assurance and assessment
Certification type	Certificate on participation
	Certificate on successfully completion of CE programme
	☐ No certificate issued
Quality assurance and	Yes
assessment in line with	□No
Integrative approach delivered	Partially

Title of CE programme (BMU-7)	LaTeX software package for the preparation of teaching materials in mathematics
Implementing Faculty/ Department/University unit	Belgrade Metropolitan University
Short description	Training of math teachers for the independent use of free software packages "LaTeX" and "Beamer" in the process of preparing and presenting the material to students.
	By mastering the most well-known software packages for the preparation of teaching materials and writing professional and scientific papers in mathematics, teachers improve knowledge and

	raise the level of information literacy. In addition to simplifying visualization of teaching materials, teachers will be able to write professional and scientific papers in the form demanded by most publishers. Also, teachers are introduced to the possibilities of using LaTeX for distance learning.
Type of CE programme	Short study programs
	Lifelong learning programs – training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI).
	training without modules
	training with modules
	workshop
	other
Duration (number of active hours)	8
ECTS credits (if any)	8
Period of implementation	2016, 2017, 2018
Location	Metropolitan University in Belgrade
Number of participants during the period	14
External Accreditation of CE programme (if any) University approval of CE programme in integrative approach	Accreditation of CE at the ministry in charge of education Short cycle studies Programs of non-formal adult education Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees Accreditation of continuing education programs at the Ministry responsible for the area of public administration Accreditation of continuing education programs at the Ministry responsible for the health care area Specialization or sub-specialization Continuing education Approved by the Committee for quality assurance and assessment Not approved by the Committee for quality assurance and assessment
Certification type	☐ Certificate on participation ☐ Certificate on successfully completion of CE programme ☐ No certificate issued
Quality assurance and assessment in line with Integrative approach delivered	Yes No Partially

Title of CE programme (BMU-8)	Network System Administration - Windows Server 2016
Implementing Faculty/ Department/University unit	Belgrade Metropolitan University
Short description	Course participants are trained in installing and configuring services in Windows Server 2016, as well as for installing and configuring user and DNS zone, maintaining active directories, and managing access to the network from remote locations.
	Additionally, the course also includes:
	-description, installation and configuration of important network services - Windows service overview, Windows installation and configuration, Active Directory installation, object creation, creation of user accounts
	-domain name system - dynamic address assignment (DNS installation and DNS server and zone configuration, DNS server and zone configuration, DHCP server installation and configuration)
	remote access to the network
	-group policies and file servicing (creating, backing up and restoring GPO objects, managing file and database servers, configuring the central storage and filtering administrative templates)
	system protection
Type of CE programme	Short study programs
	Lifelong learning programs – training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI).
	training without modules
	training with modules
	workshop
	⊠ other
Duration (number of active hours)	24
ECTS credits (if any)	24
Period of implementation	2015, 2016, 2017, 2018
Location	Metropolitan University in Belgrade
Number of participants during the period	88
External Accreditation of CE	Accreditation of CE at the ministry in charge of education
programme (if any)	Short cycle studies
	Programs of non-formal adult education

	Programs and courses of professional development of teachers, preschool teachers,
	psychologists/pedagogues and other employees
	Accreditation of continuing education programs at the Ministry responsible for the area of public administration
	Accreditation of continuing education programs at the Ministry responsible for the health care area
	Specialization or sub-specialization
	Continuing education
University approval of CE programme in integrative	Approved by the Committee for quality assurance and assessment
approach	☐ Not approved by the Committee for quality assurance and assessment
Certification type	Certificate on participation
	Certificate on successfully completion of CE programme
	☐ No certificate issued
Quality assurance and	∑ Yes
assessment in line with	□No
Integrative approach delivered	Partially

Title of CE programme (BMU-9)	Java programming language, step-by-step program
Implementing Faculty/ Department/University unit	Belgrade Metropolitan University
Short description	Encouraging the professor to master the modern approach to programming training and to use it for the preparation of teaching materials, writing professional and scientific papers. Strengthening the professional capacity of the professor and raising the level of information literacy. Training of IT professors for independent use of program development environments both in the process of preparation and in the process of presenting materials to students. In this way, the visualization of teaching materials can be increased. The professors, after this training, will be able to effectively and effectively demonstrate programs previously worked out in a shorter theoretical presentation.
Type of CE programme	☐ Short study programs ☐ Lifelong learning programs — training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). ☐ training without modules ☐ training with modules ☐ workshop

	other
Duration (number of active hours)	10
ECTS credits (if any)	10
Period of implementation	2018
Location	Metropolitan University in Belgrade
Number of participants during the period	/
External Accreditation of CE	$oxed{\boxtimes}$ Accreditation of CE at the ministry in charge of education
programme (if any)	Short cycle studies
	Programs of non-formal adult education
	Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees
	Accreditation of continuing education programs at the Ministry responsible for the area of public administration
	Accreditation of continuing education programs at the Ministry responsible for the health care area
	Specialization or sub-specialization
	Continuing education
University approval of CE programme in integrative	Approved by the Committee for quality assurance and assessment
approach	Not approved by the Committee for quality assurance and assessment
Certification type	Certificate on participation
	Certificate on successfully completion of CE programme
	☐ No certificate issued
Quality assurance and	∑ Yes
assessment in line with	□No
Integrative approach delivered	Partially

8.7 Technical College of Applied Sciences Zrenjanin

Title of CE programme (TCAS-1)	HACCP
Implementing Faculty/ Department/University unit	Technical College of Applied Sciences
Short description	The training is organized occasionally for former students and at request. It comprises education about hazards and measures for their control to ensure the safety of food
Type of CE programme	☐ Short study programs ☐ Lifelong learning programs — training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). ☐ training without modules ☐ training with modules ☐ workshop ☐ other
Duration (number of active hours)	20
ECTS credits (if any)	
Period of implementation	
Location	Technical College of Applied Sciences
Number of participants during the period	10
External Accreditation of CE programme (if any)	Accreditation of CE at the ministry in charge of education Short cycle studies Programs of non-formal adult education Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees Accreditation of continuing education programs at the Ministry responsible for the area of public administration Accreditation of continuing education programs at the Ministry responsible for the health care area Specialization or sub-specialization Continuing education
University approval of CE programme in integrative approach	Approved by the Committee for quality assurance and assessmentNot approved by the Committee for quality assurance and assessment
Certification type	Certificate on participation

	Certificate on successfully completion of CE programme
	☐ No certificate issued
Quality assurance and	Yes
assessment in line with	□No
Integrative approach delivered	Partially

Title of CE programme (TCAS-2)	Welding
Implementing Faculty/ Department/University unit	Technical College of Applied Sciences
Short description	Acquiring theoretical and practical knowledge in electric arc and gas welding
Type of CE programme	☐ Short study programs ☐ Lifelong learning programs — training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). ☐ training without modules ☐ training with modules ☐ workshop ☐ other
Duration (number of active hours)	20 – theory, 10 - practicals
ECTS credits (if any)	
Period of implementation	
Location	Technical College of Applied Sciences
Number of participants during the period	10
External Accreditation of CE programme (if any)	Accreditation of CE at the ministry in charge of education Short cycle studies Programs of non-formal adult education Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees Accreditation of continuing education programs at the Ministry responsible for the area of public administration Accreditation of continuing education programs at the Ministry responsible for the health care area Specialization or sub-specialization Continuing education

University approval of CE programme in integrative	Approved by the Committee for quality assurance and assessment
approach	Not approved by the Committee for quality assurance and assessment
Certification type	Certificate on participation
	Certificate on successfully completion of CE programme
	☐ No certificate issued
Quality assurance and	Yes
assessment in line with	☐ No
Integrative approach delivered	Partially

Title of CE programme (TCAS-3)	Basics of new product development
Implementing Faculty/ Department/University unit	Technical College of Applied Sciences
Short description	Training within management
Type of CE programme	☐ Short study programs ☐ Lifelong learning programs — training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). ☐ training without modules ☐ training with modules ☐ workshop ☐ other
Duration (number of active hours)	
ECTS credits (if any)	
Period of implementation	
Location	Technical College of Applied Sciences
Number of participants during the period	
External Accreditation of CE programme (if any)	Accreditation of CE at the ministry in charge of education Short cycle studies Programs of non-formal adult education Programs and courses of professional development of teachers, preschool teachers, psychologists/pedagogues and other employees Accreditation of continuing education programs at the Ministry responsible for the area of public administration

	 Accreditation of continuing education programs at the Ministry responsible for the health care area
	Specialization or sub-specialization
	Continuing education
University approval of CE programme in integrative approach	Approved by the Committee for quality assurance and assessment Not approved by the Committee for quality assurance and assessment
Certification type	Certificate on participation
	Certificate on successfully completion of CE programme
	☐ No certificate issued
Quality assurance and	Yes
assessment in line with	No
Integrative approach delivered	☐ Partially

Title of CE programme (TCAS-4)	Management of innovation and business development
Implementing Faculty/ Department/University unit	Technical College of Applied Sciences
Short description	Training within management
Type of CE programme	☐ Short study programs ☐ Lifelong learning programs — training (term training is used for different forms of continuing education realized at the university, faculty, institute and different centers within the HEI). ☐ training without modules ☐ training with modules ☐ workshop ☐ other
Duration (number of active hours)	
ECTS credits (if any)	
Period of implementation	
Location	Technical College of Applied Sciences
Number of participants during the period	
External Accreditation of CE	Accreditation of CE at the ministry in charge of education
programme (if any)	Short cycle studies
	Programs of non-formal adult education

	Programs and courses of professional development of
	teachers, preschool teachers,
	psychologists/pedagogues and other employees
	 Accreditation of continuing education programs at the Ministry responsible for the area of public administration
	 Accreditation of continuing education programs at the Ministry responsible for the health care area
	Specialization or sub-specialization
	Continuing education
University approval of CE programme in integrative	Approved by the Committee for quality assurance and assessment
approach	Not approved by the Committee for quality assurance and assessment
Certification type	Certificate on participation
	Certificate on successfully completion of CE programme
	☐ No certificate issued
Quality assurance and	Yes
assessment in line with	□No
Integrative approach delivered	Partially



Coordinator:
University of Kragujevac
Jovana Cvijica bb
34000 Kragujevac, Serbia
www.if4tm.kg.ac.rs



Co-funded by the Erasmus+ Programme of the European Union

"The European Commission support for the production of this publication does not constitute an endorsement of the contents which reflects the views only of the authors, and the Commission cannot be held responsible for any use which may be made of the information contained therein."