## Gantt Chart - HR Award

ROPOSAL		400		AEP - Number of		000 111		period	<u>ř</u>	"IT		LLI,						Π		Π	-	
	ANTICIPATED START OF	ASP - which month should the proposal	ANTICIPATED END OF	months during which the	REAL START OF PROPOSAL	RSP - which month does the proposal	REAL END OF	REP - which month does the proposal								2 .	_					
	PROPOSAL	start in	PROPOSAL	proposal should be conducted	or more set	starts in	PROPOSAL	ends in	12/2020	02/2021 03/2021	05/2023	07/2023	10/202	11/2021	12/2021	02/2022	03/2022	05/2022	06/2022	08/2022	09/2022	11/2022
Strengthening of recruitment and selection process (1)	01/2021	2	06/2022	18	12/2020	1		14	1 2	3 4 5	6 7	89	10 11	12	13 14	15 1	16 ##		== =		** **	##
gthening of recruitment and selection by OTM-R requirements, creation of a recruitment and selection																						
handbook for department heads, adjustments in advertisement template, adjustments in the candidate luation form for higher transparency, taking into consideration situation of applicants from abroad, official	01/2021		09/2021		12/2020													Н				
Internation of principles 16-20 from the Charter and Code into the handbook, question on the perception of the gender equality solutions in the workplace, posting job advertisement on the Euraxess (1a)																		Н				
Cooperation on university's OTM-R policy (1b)	01/2021	2	09/2021	9	02/2021	1		14										Н				
peration on Adjustments of Regulations on Competitive Selection Procedures - according to OTM-R (1c)	01/2021	2	06/2022	9	02/2021	2		13														
(Post)doctoral school (2)	12/2020	2	09/2022	18	12/2020	2		13														
omotion of (post)doctoral school and participation of early-stage researchers, creation of (post)doctoral																						
isite and other documents, general definition of dissertation tapics according to department profiles, prehensive presentation of PhD studies (presentations online and offline), support PhD students and postdoctoral researchers in departmental and faculty meetings and support them in sharing (2a)	12/2020	1	06/2021	7	12/2020	1	06/2021	7														
pport of the emerging (post/doctoral school, setting up and realization of the Publishing Skills course, I nort in discussions about self-presentation and self-education, support in improving English skills for PhD																						
A m dassissina suoda ser yrezemisani met sel y caucitori, support in mitroritoria i gujan sking o'r hio met, development of the mentoring self for PhD students and postdoctorial researchers - HR Award am members will share best practice in (postdoctaral school with specialists from other universities, aroaching supervisors to participate in workshop for supervisors, familiarization of PhD students and postdoctaral researchers with even otions and platform of research at the FoE MU (2b)	12/2020		06/2022		12/2020																	
sign and piloting of the conception of support for the professional guidance of early-stage researchers		1		19		1		14														
(career development plan, publication portfolio, etc.) and setting rules for the appointment of post-doctoral positions (2c)	01/2021	,	09/2022	22	01/2021	2		13														
Creation of the new approach to the onboarding process (3)	03/2021	4	09/2022	19	01/2021	2		12														
ving of the approach to the onboarding, checklist creation for heads of department and employees for er checking of the onboarding process, familiarization with important information related to the job, outcinto the checking of upper departments and basic conception of their circuities, creation of dy/Mentoring system for quick workplace induction, monitoring of ISO (International support office) services (3)	03/2021		12/2021	10	01/2021		12/2021	17														
reation of a handbook for new heads of departments as a part of the oboarding to the new role (3b)	08/2021	4	12/2022		08/2021	2		12														
Improving the quality of the employee evaluation process (4)	01/2021	9	09/2022	17	02/2021	9		6														
ving the quality of the employee evaluation process, creation of internal document for connection of		2		21		3		12														
ing in going on a second secon	12/2020		09/2022		02/2021																	
Strengthening employee knowledge and skills through training (5)	12/2020	2	09/2022	21	12/2020	3		12														
in leadership and management skills for heads of academic departments, managerial skills, effective		1	-	22		1		11														
leadership, employee evaluation (5a)	12/2020	1	09/2022	22	12/2020	2		13														
Project management training (5b)	12/2020	1	03/2021	4	12/2020	1		13														
Publishing skills training for early-stage researchers (Sc)	12/2020	1	09/2021	10	12/2020	1	05/2021	6														
Training in recruitment and selection (5d) Gender equality awareness training (5e)	12/2020 10/2021	1	03/2021	4	01/2021 08/2021	2	10/2021	10														
Public relations training (5f)	04/2021	5	09/2021	6	01/2021	9	05/2021	5								3////30		Н				
raining for heads of departments, effective communication, presentation, time-management (5g)	04/2021	5	09/2022	18	01/2021	2		13														
Higher education legislation training (5h)	12/2020	1	03/2021	4	12/2020	1	01/2021	2					m	200020		8//////						
n resources training (employee motivation, employee evaluation, effective communication) (5i)	12/2020	1	09/2022	22	01/2021	2		13														
Strategy management training - personal strategy, onboarding (5j)	12/2020	1	09/2021	10	01/2021	2	06/2021	6														
Raising gender awareness (6)	02/2021	3	03/2022	14	02/2021	3		9														
der avareness at Fab MU, gender equality avareness training – focusing on raising avareness of fgrandre equity – se training above, identifyling and encoursingle women with the potential for habilitation to start the process and asking women in research to present their research results, intensive parental sugand <i>varing</i> parental lower, require ordapation of the language of Internal to gender-inclusive language, including a question on the perception of gender equality solutions place in the selection parcess – ser encoursent and escience part, implementation of the rule of a gender-balanced committee whenever possible (5a)	02/2021	3	03/2022	14	02/2021	3		12														
Cooperation at the University level on preparation of the Gender Equality policy (6b)	02/2021	3	03/2022	14	02/2021	3	01/2022	12														
Support of publishing activities (7)	01/2021	2	12/2021	14	01/2021	2		12														
ntion of tools supporting publishing activities and excellent research results, annual updates of the t Publishing Support Strategy at FoE MU, visibility of the Black list of predatory journals, creation and stool of proofneeders' profiles, infographics of marketing support services and publishing services,	01/2021	2	12/2021	12	01/2021	2																
entation of excellent research results on the FoE MU website in section on Research and development, realization of Information events in intellectual property and co-autorship (7a)		,		12		,		13														
departmental meeting in the form of Pecha Kucha Night as a presentation of research projects (7b)	01/2021		09/2021		01/2021	-	06/2021															
tion in Open Access at the University level, creation of new internal regulations treating Open Access	01/2021	2	12/2021	9	01/2021	2		ъ														
(7c) Update of Code of Ethics (7d)	01/2021	2	12/2021	12	02/2021	2		13														
opulate of code of childs (70)	01/2021	2	12/2021	12	12/2020	3		12														
	01/2024		12/2022	25	12/2020	1		14														
Website development (8)	01/2021	1														<b>8</b> /// <b>X</b> /						
Website development (8) pdating the current website in: linking important university links to the foculty's website and creation of res sections on the web, visibility of the comment Publishing Support Strategy at FoE MU and Program for the Programstan of Hobilitation Procedures and Professor Appointment Procedures at FoE MU, visibility of researchers through Research Gote, Academia.edu, ORCID, DOI and events related to this topic, anding of researchers through Research Gote, Academia.edu, ORCID, DOI and events related to this topic.	01/2021	1	12/2022		12/2020																	
Website development (8) ating the current website in: linking important university links to the faculty's website and creation of sections on the web, visibility of the document Publishing Support Strategy at Fac MU and Program for Preparation of Hubilitation Procedures and Professor Appointment Procedures at Fac MU, usibility of the document Public and information about the diffice tastify: raising avareness of fang of researchers through Research Gate, Academia edu, ORCID, DO' and events related to this tagi- gramilyser's avareness of the activities of the Centre for the Support of Foreign Engloyees, values in Engloyees, values of the Maverd, communication of the faculty's and individual workplace's mission among employees and public (8)	01/2021	1		25		1		14														
Website development (8) ting the current website in: linking important university links to the faculty's website and creation of tections on the web, visibility of the document Publishing Support Strategy at FGE MU and Program for genaration of Habilitation Proceedures and Profession Appointment Procedures at FGE MU, visibility of grag aftered by the project support office and information about the differ itelify antigon avarentes of transformed by the project support office and information about the differ itelify antigonese, visibility of get presenters through Risearch Gets, Academic actu, ORCD, DOI and events related to this tapic, employee' awareness of the activities of the Centre for the Support of Foreing Innovese, visibility of yee benefits, regular information about the HR Award, communication of the faculty's and individual workplace's mission among employees and public (8) Support of Internationalization (9)		1	12/2022 09/2022	25 22	12/2020 01/2021	1		14														
Website development (8) ting the current website in: Insing important university links to the faculty's website and creation of sections on the web, visibility of the document Publishing Support Strategy of FoE MU and Program for reparation of Habilitation Proceediums and Program Appointment Procedures at FoE MU, visibility of ng of reservers through Research Gate, Academic actu, GRCD, DCI and events related to the tapic tapication of the factor of the document Procedures at the different and events related to the tapic mappinger's avaments of the document of the data most of the signature of tapication tapication avainess of proceedings of the activities of the data most of the signature of tapication tapicses, valuating was and proceedings of the activities of the data most of the signature of tapication tapicses, valuating was and available of the activities of the data most of the signature of tapication tapicses, valuating was available of internationalization (9) at a (Internationalization of directives and Important website subpages into English, support of	01/2021	1		22		1 2 2		13														
Website development (8) tating the current website in: linking important university links to the faculty's website and creation of esctions on the web, visibility of the document Publishing Support Strategy at FeE MU and Program for Proparation of Habilitation Procedures and Professor Appointment Procedures at FeE MU and Program for shops offered by the project support office and information about the efficit escili, raising avaneeus of gamplyser avaneeus of the activities of the Centre for the Support of Forespin Employees, visibility of genebyser avaneeus of the activities of the Centre for the Support of Forespin Employees, visibility of joyce benefits, regular information about the IRIA Award, communication of the foculty's and individual workplace's mission among employees and public (8) Support of internationalization (9) or of internationalization of directives and important webapts into English, support of server and education cooperation with foreign partners, taking into account the specific situation of server and education cooperation with program partners, taking into account the specific situation of	01/2021	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	09/2022	22	01/2021	1 2 2																
Website development (8)           Updating the current website in: linking important university links to the faculty's website and orestion of erse sections on the web, visibility of the document Publishing Support Strategy at FoE MU and Program for the Preparation of Habilitation Procedures and Professor Appointment Procedures at FoE MU and Program for herse presention of Habilitation Procedures and Professor Appointment Procedures at FoE MU and Program for sing enalpyees' womeness of the activities of the Centre for the Support of Foreign Endpiose, visibility of mployee benefits, regular information about the ciffst the Support of Foreign Endpiose, visibility of mployee benefits, regular information adout the HA Navard, communication of the faculty's and individual workplace's mission a mong employees and public (8)           Deport of internationalization (9)           upport of internationalization foreign partners, thing into account the specific situation of research and education cooperation with foreign partners, taking into account the specific situation of condidates from abroad in a strengthened OTAL# process (8)	01/2021 <b>12/2020</b> 12/2020		09/2022 09/2022	22 22 14	01/2021 01/2021 08/2021	1 2 2 9		13														
Website development (8)           ating the current website in: linking important university, links to the faculty's website and creation of sections on the web, visibility of the document Publishing Support Strategy at FoE MJ and Program for Preparation of Hubilitation Procedures and Professor Appointment Procedures at FoE MJ, unlikility of hosps offered by the register upport office and information about the efficit Relif, raising avareness of fing of researchers through Research Gate, Academic.edu, DRCID, DOI and events related to this tapic gendloyer's avareness of the activities of the Centre for the Support of Foreign Engloyees, valuation about the HR Maverd, communication of the Foculty's and individual workplace's mission among employees and publics (8)           Orgoport of Internationalization (9)           ord in termalization, transition of directives and important websites into English, support of search and educting from abroad in a strengthened OTM-R process (9)           Specification of the research profile of workplaces (10)           Conducting the research profile of workplaces (10)           Execution of the research profile of workplaces (20)           Conducting the request the transition and mission, determination of discretion nogic relation strong section, or potential employment, spece/fication at conduction sciencia, section, so and mission of individual department, communication processions processions and making the content and sciencing.	01/2021 <b>12/2020</b> <b>12/2020</b> <b>11/2021</b>	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	09/2022 09/2022 12/2022	22 22 14 14	01/2021	9		13														
Website development (8)           toting the current website in: linking important university, links to the faculty's website and creation of escitons on the web, visibility of the document Publishing Support Strategy at FoE MJ and Program for Preparation of Hubilitation Procedures and Professor Appointment Procedures at FoE MJ, unbiblity of hubing offered by the reject support officies and information about the efficie table; raising avancemes of dang of researchers through Research Gate, Academic.edu, ORCID, DOI and events related to this tabje gembylese: "avancess of the activities of the Centre for the Support of Forsign Employees, visibility of loyee benefits, regular information about the HR Award, communication of the faculty's and individual workplace: 'mission among employees and public (8)           Outport of internationalization (9)           Ord of internationalization of directives and inportant websites the support of insective candidates from advand in a strengthened OTM-R process (p)           Dependention of the research profile of workplaces (tab)           Deserchand development, tabing and to vision and mission, determination of advantation of the research tabic - super loyee, subjects of subsolves, including advantation tabic related to significant faculty research table; - subjectived as looping for the condidates from advands must regard to vision and mission, determination of advantation tabic related to significant profile of workplaces (tab)           Description of the research tabics - subject for tabics activition south mission specification advander subject strengt second specification of south mission advanded in a strengthened to significant school section, on advantation advanded advantation, communication specification of the subschool in relation to the workplace profile (10)	01/2021 <b>12/2020</b> <b>12/2020</b> <b>11/2021</b> 11/2021		09/2022 09/2022 12/2022 12/2022	22 22 14	01/2021 01/2021 08/2021	9		13														