## Gantt Chart - HR Award

Gantt Chart - HR Award								Highlighted		// Pla	en dur	ation	8	M Re:	ıl start				% fini:	shed		Re:	ality (ove	er the plan)	1	96 fini	
PROPOSAL	ANTICIPATED START OF PROPOSAL	ASP - which month should the proposal start in	ANTICIPATED END OF PROPOSAL	AEP - Number of months during which the proposal should be conducted	REAL START OF PROPOSAL	RSP - which month does the proposal starts in	REAL END OF PROPOSAL	REP - which month does the proposal ends in	01/2020 22	03/2021	04/2021	06/2021	08/2021	09/2021	11/2021	01/2022	02/2022	04/2022	05/2022	07/2022	09/2022	10/2022	12/2022	Ture puri	,	fini	ihed
Strengthening of recruitment and selection process (1)	01/2021	2	06/2022	18	12/2020	1		22	1 2	3 4	5 6	7 8	9	10 11	12 1	3 14	15 1	6 17	18 1	20 2	1 22 3	23 24	25				
Strengthening of recruitment and selection by OTMA-R requirements, creation of a recruitment and selection handbook for department hoods, adjustments in oldertisement template, adjustments in the candidate volucation form for higher transparency, taking into consideration situation of applicants from abroad, afficial implementation of principles 18-20 from the Charter and Cade into the handbook, question on the perception of the gender equality solutions in the workplace, posting job advertisement on the Euraxess (1a)	01/2021	2	09/2021	9	12/2020	1		22																			
Cooperation on university's OTM-R policy (1b)	01/2021	2	09/2021	9	02/2021	2	09/2022	21																			
Cooperation on Adjustments of Regulations on Competitive Selection Procedures - according to OTM-R (1c)	01/2021	2	06/2022	18	02/2021	2	09/2022	21																			
(Post)doctoral school (2)	12/2020	1	09/2022	22	12/2020	1		22																			
Promotion of Josstfactorial school and participation of early-stape researchers, creation of Josstfactorial website and other documents, general definition of dissuration topics occording to department project, comprehensive presentation of PhD studies (presentations online and offline), support PhD students and postdoctorial researchers in departmental and faculty meetings and support them in sharing (2a)	12/2020	1	06/2021	7	12/2020	1	06/2021	7					30030						2////2//								
Support of the emerging (post) decrard school, setting up and realization of the Publishing Sallis course, support in discussions about self-presentation and self-education, support in improving English sallis for Pho students, development of the mentoring system for Pho Students and postocitorial researchers. Hit Award team members will share best practice in (post) factorial shool with specialists from other universities, approaching supervisors to participate in workshop for suspervisors, familiaration of PhO Students and postdoctoral researchers with new notions and platform of research at the FoE MU (2b)	12/2020	1	06/2022	19	12/2020	1		22																			
Design and piloting of the conception of support for the professional guidance of early-stage researchers (career development plan, publication portfolio, etc.)	01/2021		09/2022		01/2021																						
and setting rules for the appointment of post-doctoral positions (2c)  Creation of the new approach to the onboarding process (3)	03/2021	2	09/2022	22	01/2021	2	09/2022	21																			
	03/2021	4	09/2022	19	01/2021	2	09/2022	21																			
improving of the approach to the onboarding, thecksits creation for heads of department and employees for easier checking of the onboarding process, familiarization with important inferioration related to the joint includes to the activities of support departments and basic conception of their activities, creation of Buddy/Memtoring system for quick workplace induction, monitoring of 500 (international support office) services (3a)	03/2021	4	12/2021	10	01/2021	2	12/2021	12											***************************************								
Creation of a handbook for new heads of departments as a part of the oboarding to the new role (3b)	08/2021	9	12/2022	17	08/2021	9	09/2022	14	///																		
Improving the quality of the employee evaluation process (4)	01/2021	2	09/2022	21	02/2021	3	09/2022	20																			
improving the quality of the employee evaluation process, creation of internal document for connection of recesses of remuneration, motivation, learning and development with the employee evaluation, creation and ammunication of the overview of parameters of employee evaluation, including information about employee valuation to the adjusted onboarding process, heads of departments and riff employees will undergo training member evaluation (4)	12/2020	2	09/2022	21	02/2021	3	09/2022	20																			
Strengthening employee knowledge and skills through training (5)	12/2020	1	09/2022	22	12/2020	1		22																			
Training in leadership and management skills for heads of academic departments, managerial skills, effective	12/2020		09/2022		12/2020		04/2022																				
leadership, employee evaluation (5a)  Project management training (5b)	12/2020	1	03/2021	22	12/2020	1		17																			
Project management durning (30)  Publishing skills training for early-stage researchers (5c)	12/2020	1	09/2021	4	12/2020	1	05/2021	22										08////		3(/3(/							
Training in recruitment and selection (5d)	12/2020	1	03/2021	10	01/2021	2	10/2021	10												Ш							
Gender equality awareness training (5e)	10/2021	11	03/2022	6	08/2021	9	11/2021	4																			
Public relations training (5f)	04/2021	5	09/2021	6	01/2021	2	05/2021	5										000000									
Soft skills training for heads of departments, effective communication, presentation, time-management (5g)	04/2021	5	09/2022	18	01/2021	2	04/2022	16																			
Higher education legislation training (5h)	12/2020	1	03/2021	4	12/2020	1	01/2021	2			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		100000			000000	7777	500 (////	***********	200	20811111						
Human resources training (employee motivation, employee evaluation, effective communication) (5i)	12/2020	1	09/2022	22	01/2021	2	03/2022	15																			
Strategy management training - personal strategy, onboarding (5j)	12/2020	1	09/2021	10	01/2021	2	06/2021	6								(1)((1)		2									
Raising gender owareness (6) Raising gender owareness (7) Raising gender owareness of rise MU, gender equality owareness training – focusing on roising owareness of the topic of gender equality – see training above, identifying and encouraging women with the potential of successify habilitation to start the process and asking women in research to present their research results, increasing intensity ownerful support during potential leave, require adaptation of the longuage of intensity and expensive potential support during potential leave, and asketching part implementation of the rule of a gender-balanced committee whenever possible (6a)	02/2021	3	03/2022	14	02/2021	3	03/2022	14																			
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												Ш							
Support of publishing activities (7)	01/2021	2	12/2021	12	01/2021	2		21																			
Promotion of tools supporting publishing activities and excellent research results, annual updates of the focument Publishing Support Strategy at FoE MU, visibility of the Black list of predatory journals, creation and promotion of proofeeders' profiles, inflagraphics of marketing support services and publishing services, presentation 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 (7e)	01/2021	2	12/2021	12	01/2021	2	04/2022	16												an a							
Interdepartmental meeting in the form of Pecha Kucha Night as a presentation of research projects (7b)	01/2021	2	09/2021	9	01/2021	2	06/2021	-							00		. rest (V)										
Cooperation in Open Access at the University level, creation of new internal regulations treating Open Access	01/2021		12/2021		01/2021																						
(7c)  Update of Code of Ethics (7d)	01/2021	2	12/2021	12	02/2021	2		21																			
Website development (8)	01/2021	2	12/2022	12	12/2020	3		20		П																	
Updating the current website in: linking important university links to the foculty's website and creation of invense sections on the web, soliability of the document Publishing Support Strategy at Fiel MIU and Program for the Preparation of Hobilitation Procedures and Professor Appointment Procedures at Fiel MIV, visibility of workshops offered by the project support office and information about the office lessly raising awareness of branding of researchers through Research Gate, Academic edu, (RGLQ, DOI and event related to this cyricalising employees' owareness of the activities of the Centre for the Support of Foreign Employees, visibility of employee benefits, regular information about the HR Award, communication of the foculty's and individual workplace's mission among employees and public (8)	01/2021	1	12/2022	25	12/2020	1		22																			
Support of internationalization (9)	12/2020	1	09/2022	25	01/2021	1	09/2022	22															8/////				
Support of internalization, translation directives and important website subpages into English, support of research and education cooperation with foreign partners, taking into account the specific situation of candidates from abroad in a strengthened OTM-R process (9)	12/2020	1	09/2022	22	01/2021	2	09/2022	21																			
Specification of the research profile of workplaces (10)	11/2021	12	12/2022	14	08/2021	9		14		$\prod$																	
Specification of the research profile of workplaces with regard to vision and mission, determination of dissertation topics related to significant faculty research topics -see (postfloctoral school section, opportable representers with a relevant profile for cooperation, or optential employment, specification of visions and missions of individual departments, communication specification of the content and scope of workload in relation to the workplace profile (10)	11/2021	12	12/2022	14	08/2021	9		14																			
Employee development (11)	05/2021	6	12/2022	20	03/2022	17		6		П																	
Career counselling system (11a)  Creation of university Career Code (11b)	05/2021 05/2021	6	12/2022	20	03/2022	17		6		$\  \ $																	
Institutionalization of Development and Education at the MU level and establishing a common	05/2021	6	12/2022	20	03/2022		09/2022	6																			
platform for employee training at MU (11c)	,,_,,_	6	1,522	20	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	17	1	6		П			1000														