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INternships for enhancing SOcial and Civic Key Competences  
for Lifelong Learning in Technical Universities

# DISSEMINATION AND EXPLOITATION PLAN

Developed by: Universidad Politécnica de Madrid (UPM)

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UNIVERSIDAD  
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DE MADRID



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## 1 Document Information

### 1.1 Document Control Sheet

<b>Activity Reference Number</b>	A19
<b>Name of the Item</b>	H.2. Dissemination and Use of Project's Results
<b>Name of the Activity</b>	Dissemination and Exploitation Plan
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### 1.2 Document Abstract

The “Dissemination and Exploitation Plan” (D-E Plan) is a deliverable within the Project Activity A19 of the IN4SOC project (“INternships for enhancing SOcial and Civic Key Competences for Lifelong Learning in Technical Universities”). The D-E plan **formalizes the strategy for dissemination and exploitation** that will be followed by the partners **to ensure the highest possible impact of the project**. The deliverable itself is produced by the deliverable leader (UPM), who drafts the document and then obtains feedback from all partners. UPM then updates the D-E Plan which will be approved by the Steering Committee and adopted by the consortium. During the development of the project the strategy may be updated as needed and communicated in the meetings.

The electronic version of the D-E Plan will be made available on the public website of the IN4SOC project (<http://blogs.upm.es/in4soc/>).

## 2 Project Information

### 2.1 General Information

<b>Project full name</b>	“INternships for enhancing SOcial and Civic Key Competences for Lifelong Learning in Technical Universities”
<b>Project acronym</b>	IN4SOC
<b>Funding scheme</b>	ERASMUS+ KA2 - Cooperation for Innovation and the Exchange of Good Practices KA203 - Strategic Partnerships for higher education
<b>Project reference number</b>	2018-1-ES01-KA203-050697
<b>Project coordinator</b>	<b>Universidad Politécnica de Madrid (UPM)</b>
<b>Project partners</b>	<b>Universidad Politécnica de Madrid (UPM)</b>
	<b>Universidade Nova de Lisboa (FCT-NOVA)</b>
	<b>Technische Universität Darmstadt (TUDa)</b>
	<b>Université de Bordeaux (UBx)</b>
	<b>Miskolci Egyetem (UM)</b>
<b>Project start date (dd-mm-yyyy)</b>	01-09-2018
<b>Project total duration (months)</b>	36 months
<b>Project end date (dd-mm-yyyy)</b>	31-08-2021

### 2.2 IN4SOC Team Contact Information

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## 2.3 Abbreviations

<b>An</b>	Activity <i>number</i> (e.g. A1, A26, etc.)
<b>APU</b>	Associated Partner University
<b>APIH</b>	Associated Partner Internship Host
<b>CSR</b>	Corporate Social Responsibility
<b>EU</b>	European Union
<b>FCT-NOVA</b>	Universidade Nova de Lisboa / NOVA University Lisbon
<b>SOC</b>	Socio-Civic
<b>SDGs</b>	Sustainable Development Goals
<b>TUDa</b>	Technische Universität Darmstadt / Technical University of Darmstadt
<b>UPM</b>	Universidad Politécnica de Madrid / Polytechnic University of Madrid
<b>UBx</b>	Université de Bordeaux / University of Bordeaux
<b>UM</b>	Miskolci Egyetem / University of Miskolc

## 3 Introduction Project Summary

Internships are meaningful means for the professional and personal growth of university students, as they enable real experiential learning. These collaborations are increasingly part of the higher education programmes across Europe, though the approach and variety can be certainly enhanced, **as the available internships are not always fully aligned with the real professional skills Students will need** in the current and future industrial markets and the needed consideration of social and environmental issues.

Social engagement for its part can play a relevant role in the learning processes, being the **development of the social and civic values** identified as one of the **key competences for lifelong learning** in the EU. Social responsibility goes even beyond social engagement, typically involving the operation in an environmentally and socially responsible manner. Cooperation between academia and organizations can highly **reinforce the social responsibility approach** of organizations, e.g. through tailored service learning experiences framed by effectively designed internships. It is worth noting that, while Universities in the social sciences have a wider experience on service-learning teaching strategies, Technical Universities have a lengthy path ahead in implementing it.

Internships with a social approach are then identified as relevant to **train committed engineering professionals**, with enhanced socio-civic values, as well as professional, leadership and entrepreneurial skills. Within the SOC internships, **Students are given the opportunity to have an impact on corporate social responsibility (CSR) aspects**, while facing real-world challenges, supervised by an academic and an industry expert. Students and industries are connected via the IN4SOC online tool, in which the selection process of the internships is conducted. The tool will also monitor the progress of the student during the internship. The monitoring will measure the level of acquisition of professional skills including leadership, social and civic competence, and entrepreneurial motivations.

The innovative approach will be applied and tested in pilot SOC internships in Technical Universities in 5 EU countries (France, Germany, Hungary, Spain and Portugal)

The main outputs of the IN4SOC project are:

- Guidelines to formulate replicable socio-civic internships.
- Guides for a successful SOC internship.
- IN4SOC tool to connect students and organizations.
- IN4SOC toolkit to implement SOC internships in Technical Universities.

IN4SOC aims to impact the way internships are designed across the EU in Technical Universities, by incorporating social responsibility in line with the sustainable development goals. The **main target groups** of the project are **university students, staff members** of higher education (university managers, counsellors, researchers) and **organizations' representatives** (large companies, SMEs, NGOs, public administration). All the groups will be directly involved in the project through the Communication and Dissemination Plan, which also defines indicators to measure the impact to be achieved.

The social and civic responsibility of university students, institutions and organizations is supported through IN4SOC, as its main objective is to promote socio-civic (SOC) internships in higher education, by creating structured and innovative internships as a formal, guided experience. Regarding the priority "Development of relevant and high-quality skills and competences", **this project is committed to train socially engaged engineering professionals, with enhanced socio-civic values, as well as professional, leadership and entrepreneurial skills**. This is the main aim of the resulting SOC internships to be created and promoted within the IN4SOC partnership. It is worth noting that the social and civic competence is defined as a key competence by The European Reference Framework of Key Competences for Lifelong Learning (2006 Recommendation on Key Competences), the Council of Europe Competences for Democratic Culture, and the Proposal for a Council Recommendation on Key Competences for Lifelong Learning COM (2018) 24 final.

Social and civic competences, as defined by the 2006 Recommendation on Key Competences for lifelong learning, include **personal, interpersonal and intercultural competence and cover all forms of behaviour that equip individuals to participate in an effective and constructive way in social and working life**, and particularly in increasingly diverse societies, and to resolve conflict where necessary. Civic competence equips individuals to fully participate in civic life, based on knowledge of social and political concepts and structures and a commitment to active and democratic participation.

SOC internships aim for a greater involvement of higher education institutions in regional engagement while promoting at the same time fostering the European citizenship and engagement, considering the available Erasmus+ Mobility for Traineeships scholarships. The IN4SOC partnership is thus set **to operate transnationally so that Students can apply for internships in their region or abroad**, which is intended to enhance their view on SOC responsibility, and a higher

understanding of the cultural and social diversity, in line with the needs of the labour market and beyond the boundaries of a specific University or country. Therefore, **Students will be able to find SOC internships at national or EU level**, but in all cases support the competitiveness of enterprises at regional and local level whenever possible.

The cooperation of academia with industries and other organizations is a meaningful mean for the direction of teaching and research towards specific socio-civic objectives. For students, this cooperation provides an opportunity of professional, but especially personal growth, as they enable real experiential learning.

Higher education institutions also have a critical role to play in the achievement of the **17 sustainable development goals (SDGs)**, defined by the United Nations, e.g. climate action, partnerships for the goals. Effective academia-industry collaborations with a social responsibility approach are then identified as relevant to **contribute to enhancing the engagement of universities with SDGs**, while working together with enterprises and other organizations to train committed engineering professionals, with enhanced socio-civic values.



## 4 Strategy

All partners will contribute to the dissemination activities, under the coordination of UPM via the present Dissemination and Exploitation Plan.

According to the Erasmus+ Programme<sup>1</sup>:

**Dissemination** is a planned process of providing information on the results of programmes and initiatives to key actors. It occurs as and when the result of programmes and initiatives become available. In terms of the Erasmus+ Programme this involves spreading the word about the project successes and outcomes as far as possible. Making others aware of the project will impact on other organisations in the future and will contribute to raising the profile of the organisation carrying out the project.

**Exploitation** is (a) a planned process of transferring the successful results of the programmes and initiatives to appropriate decision-makers in regulated local, regional, national or European systems, on the one hand, and (b) a planned process of convincing individual end-users to adopt and/or apply the results of programmes and initiatives, on the other hand. (...). Results should be developed in such a way that they can be tailored to the needs of others; transferred to new areas; sustained after the funding period has finished; or used to influence future policy and practice.

The present D-E Plan is conceived as a “living document”, and hence will be updated as needed during the project. Further versions will incorporate:

- Updates on achievements and expected outcomes related to dissemination and exploitation
- Updates on targeted organizations and impact achievements
- Updates on commitments regarding publications and participation in conferences

### 4.1. Objective

According to the Erasmus+ Programme, activities serving the dissemination and exploitation of results are a “way to showcase the work that has been done as part of a specific Erasmus+ project”. Sharing results, lessons learned, outcomes and findings beyond the participating organisations will enable a wider community to benefit from the work done, as well as to promote the organisation’s efforts towards the objectives of Erasmus+.

The overall aim of this plan is to ensure broad-reaching impact, uptake, use and sustainability of the project among the identified stakeholders: responsible staff at

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<sup>1</sup> Erasmus+ Programme Guide, Annex II – Dissemination and exploitation of results:  
<https://ec.europa.eu/programmes/erasmus-plus/programme-guide/annexes/annex-ii>





Universities, higher education community, industrial interest groups and public authorities, at a local, regional and international level.

**5.1. By using appropriate channels, we seek to extensively disseminate and promote the project and the SOC internships across new universities and organizations to embrace the SOC approach and join the IN4SOC Intellectual outputs**

A major benefit of the IN4SOC project is related to the fact that the resulting Intellectual Outputs will serve as key resources for the future exploitation of the project. These outputs will be available for any organization (universities, public administration, companies, etc.) interested in replicating the SOC internship model developed through IN4SOC.

IO n	Intellectual Output Description
IO1	Guidelines to formulate replicable socio-civic internships
IO4	Guides for a successful SOC internship
IO5	IN4SOC tool to connect students and organizations
IO7	IN4SOC toolkit to implement SOC internships in Technical Universities

**5.1.1. Guidelines to formulate replicable socio-civic internships**

The first intellectual output creates a common framework to formulate SOC internships, including examples of internships in different fields. Replicable parameters and indicators, adapted when needed to the relevant socio-economic context of the region, will help to unveil whether the internship have a SOC character, and recommendations are provided in order to convert traditional internships into SOC internships.

This output thus provides the **framework to create and/or assess the level of alignment of the potential internship** with the social responsibility of the organization. In order to provide a quantifiable framework, concrete specific competences addressing the social and civic key competence will be outlined, which are to be targeted by the SOC internship. This output includes a section on key concepts and definitions, aiming to ensure that common English terms on this topics are used across SOC internships. Other common aspects, such as the duration, tasks to be developed, compensation and other requirements will be also part of the SOC formulation.

The resulting guidelines will serve as a key reference for the replicability of the SOC internship model by further beneficiaries of the IN4SOC network, once the project is finished.

**5.1.2. Guides for a successful SOC internship**

These guidance reports target **supervisors** of the internships (both academic and external) and students. The guides are intended to support an effective SOC internship, from the selection of the organization by the student (e.g. potential additional schemes to be considered, such as EU scholarships, grants and loans) to the delivery of the expected outcomes of the internship in accordance with the rubric for SOC internships.

The Guide for SOC academic supervisors will contribute to:

- Advise organizations on how to set up excellent SOC internships in a win-win scenario for academia and the organization.
- Drive behavioural change, towards a shift on the design of internships to enhance the acquisition of social and civic competence.

The Guide for SOC supervisors in the host organization will contribute to:

- Advise organizations on how to design excellent SOC internships in a win-win scenario for academia and the organization.
- Align the socio-civic and/or environmental targets of the organization with the educational environment.

The Guide for SOC Students will contribute to:

- Advise Students on how to apply for a SOC internships as well as the follow-up of the procedure, including support on available funding for internships abroad.
- Drive interest towards socio-civic competences, by highlighting tips for a successful SOC internship.

The resulting materials will provide a set of tools that will ease the autonomous incorporation of the IN4SOC outcome by institutions and organizations interested in replicating the benefits of the project at their own entities.

### 5.1.3. IN4SOC tool

The IN4SOC online platform will be open to other Universities so that they can become IN4SOC members and publicise the SOC internships among their students, thesis supervisors and neighbour organizations (e.g. enterprises, public administrations, NGOs).

The IN4SOC tool will be the web platform that connects potential interns, supervisors, and organizations (e.g. SMEs, large companies). All relevant documents for the internship are there uploaded, and each time an internship is agreed between an organization and an intern a dedicated web space enables the monitoring and tracking of the competences and skills to be enhanced.

The tool will be accompanied by a tutorial (video of around 5 minutes and a support document including FAQ) about its use. Students will be able to propose SOC lines of work, either directly to a certain organization already in the IN4SOC platform or via the proposal of the organization as a new member of the SOC network. The output of the Students will enable the continuous improvement of the process.

#### 5.1.4. The IN4SOC toolkit

This final output delivers the toolkit of practices to implement SOC internships in Technical Universities, considering all steps of an internship but paying special attention to the design and assessment of socio-civic competences. The toolkit focuses on examples of good practices documented from the SOC internships during the project, in the academic years 2019-2020 and 2020-2021.

The case studies, selected because of the distinguished implementation, will be summarized according to selected elements, including:

- The knowledge area in which the internship has been framed
- Socio-civic-environment target domain
- Social responsibility objectives addressed
- Results/outcomes
- Student performance following the rubric
- Impact of the internship
- Competences acquired and lessons learned

The toolkit will be the reference document for any University or Organization wishing to be part of the IN4SOC network.

IN4SOC network.

#### 4.2. Target groups

The target groups of the IN4SOC project dissemination strategy are all those involved in the design and implementation of credited internships in higher education. Even though the main targeted institutions are technical universities, all knowledge areas are invited to participate as beneficiary of the IN4SOC network.

- *Responsible staff at universities, dealing with strategies for corporate social responsibility (also called university social responsibility)*  
As the partnership targets other Universities to join the IN4SOC network, staff responsible of that area in Technical Universities will be specially targeted.
- *Higher education community*  
Besides the responsible staff at Universities dealing with strategies on social responsibility, the whole community is considered a target audience of IN4SOC, as they will be the main beneficiaries of SOC internships and transmitters by word of mouth of the network.
- *Organizations related to the industrial field*

Including companies and industrial interest groups. In order to reach a broader set of enterprises, industrial interest groups and organizations are considered to be a target audience of special interest for extending the IN4SOC network.

- Public authorities  
As a type of organization, public administrations can offer SOC internships and join the network for higher awareness and action on social and civic values.

## 5 Channels

The consortium will work to maximize the use of the dissemination and communication channels that follow.

### 5.2. Website

The IN4SOC website aims at presenting the main objectives, opportunities and outputs of the project to the general public, with a special focus on potential applicants and collaborators. It summarizes the expected achievements and benefits in order to provide useful information for potential partners interested in joining the IN4SOC network.

The website of the project (<https://blogs.upm.es/in4soc/>) includes links to ERASMUS+, the information on the intellectual outputs, the expected publications, the multiplier event and updates of the project via Newsletters (the later through a plugin that allows visitors to subscribe to the mailing list).

The success of the project will be assessed and communicated in the web page at different stages (after the first pilot SOC internships are analysed, at the end of the project, and annually after the project). Infographics will be prepared to show better these results, which will include through the indicators defined in 7 Monitoring.

### 5.3. Leaflet

A leaflet has been designed in order to reinforce the communication strategy of the project. This brochure will reinforce the impact of the digital communicational resources (e.g. as dissemination materials for related on-site events) and will solve potential informational gaps. The structure of the leaflet includes the following elements:

- Summary of the project.
- Concept of 'SOC internship'.
- Bases and advantages of a SOC internship.
- Information about SOC internships (requirements and periods).



- Associated partner information.
- Project partner information.
- Contact details.

The leaflet is available in English (prepared by UPM), Spanish (prepared by UPM), Hungarian (prepared by UM), French (prepared by UBx) and German (prepared by TUDa).

The IN4SOC brochure is available for download at:

<https://blogs.upm.es/in4soc/communication-tools/leaflet/>

#### 5.4. Newsletter

The IN4SOC Newsletter aims at communicating new outcomes of the IN4SOC project to any organization interested in following the consortiums' achievements. It allows any partner or relevant parties to stay up to date in what concerns meetings, events, status of the intellectual outputs or forthcoming advancements. The newsletter is issued twice per year, and distributed via website and mailing list.

The published issues are available at: <https://blogs.upm.es/in4soc/communication-tools/newsletter/>

#### 5.5. Press releases

Press releases are available for any media office or communications agency interested in disseminating the objectives and outcomes of the IN4SOC project. This channel is especially useful for magazines and bulletins published by entities working in the areas of education, industry and societal impact. Nevertheless, they are available for any agency interested in staying informed on the current status of the project.

The press releases are produced by UPM as coordinator and spread by all partners via their institutional webpages. The project partners will make reasonable efforts to reach any relevant agencies or entities in order to maximize the impact and dissemination of the project by sharing press releases.

#### 5.6. Social Media

Social media channels will increase the online presence of the project. The networked nature of digital information resources allows for spreading the work done by the IN4SOC partners by easily forwarding the available contents. Other entities and individuals close to the IN4SOC partners (professors, students, associations, etc.) may amplify the reach



of the publications, which increases significantly the communication of the IN4SOC initiative.

Twitter and Facebook accounts have been created. Updates will be published when relevant.

TWITTER: <https://twitter.com/IN4SOC>

FACEBOOK: <https://www.facebook.com/IN4SOC/>

IN4SOC partners will dedicate reasonable efforts to broaden the social media impact by encouraging related accounts to join the network.

### **5.7. Newsletter subscription**

A dedicated plugin allowing visitors to subscribe has been integrated as part of the web page (See 5.2 Website and 5.4 Newsletter).

### **5.8. IN4SOC Workshops**

Workshops have been designed with a replicable format for all partners to deliver it in a similar way (duration, speakers, objectives). The main goal of these workshops is to present the IN4SOC project to relevant stakeholders and potential applicants, associated partners and internship hosts.

Partners are encouraged to use this format at their Universities to communicate the SOC internships to potential interns and new members of the SOC network.

Documents internally available at the online collaborative platform.

### **5.9. Multiplier event**

The multiplier event acts both as a closing event for the project and as a presentation of the project results and future work to the public. The open conference format of the event seeks the involvement of relevant organizations and potential collaborators who may help for the sustainability and future impact of the outcomes beyond the project duration. The partners of the IN4SOC project will share their experiences and results, with a special focus on the IN4SOC tool that connects Students and supervisors across the EU.

The IN4SOC tool will play an important role in actively involving potential students of the IN4SOC internships, new organizations to offer internships by joining the IN4SOC network, and also to explore cooperation areas among participants.

The aims of the multiplier event are to spread the results, to involve additional organizations to offer internships by joining the IN4SOC network, to share the intellectual outputs and to explore cooperation areas among participants.

**VENUE:** ETSIAAB Escuela Técnica Superior de Ingeniería Agronómica. Av. Puerta de Hierro, 2-4. 28040, Madrid, Spain.

**DATE:** T.B.D. (It will take place at the final stage of the project).

## 5.10. Networking

The consortium will establish links with at least the next relevant Erasmus+ projects:

- 2017-1-FR01-KA203-037293. CREATION OF A QUALITY EUROPEAN FRAMEWORK FOR STUDENT INTERNSHIPS WITH THE SUPPORT OF STANDARDIZATION.
- 2016-1-ES01-KA203-025562. COLLECTIVE AWARENESS PLATFORMS FOR QUALITY INTERNSHIPS.

## 5.11. Conferences

Participation in conferences will increase both the presence of the IN4SOC project in the academic and professional fields, and the networking potential to reinforce future exploitation opportunities. Attending and participating in conferences multiplies the chances for reaching potential Associated Partner Universities and Associated Partner Internship Hosts.

At least two participations in international conferences are expected within the project.

Major conferences where IN4SOC could be presented:

- *June 2020:* ApS(U)10: International Conference of University Service-Learning. Canarias, Spain. <http://apsu10.ulpgc.es/index.php/es/>
- *September 2020:* RAISE Researching, Advancing & Inspiring Student Engagement. University of Lincoln, UK. <https://raise2020.blogs.lincoln.ac.uk/>
- *October 2020:* Frontiers in Education (FIE) Conference. Uppsala, Sweden. <https://www.fie2020.org/>
- *August 2021:* ICERI 2021:15. International Conference on Education, Research and Innovation. Budapest, Hungary. <https://waset.org/education-research-and-innovation-1-conference-in-august-2021-in-budapest>



## 5.12. Academic articles

The main advantage of academic articles is the long-term impact derived from the fact that they remain as resources for relevant consultation at any time. The open access nature of the publications to be considered enhances the inclusiveness of the generated knowledge as well as the reach of this communication channel.

A wide range of areas can be considered as relevant for the presentation of the results achieved in this project, among others: education/pedagogy, economics, industry, ethics, CSR and societal impact, organizational theory, social psychology, sociology and anthropology, etc. This advantage may be likewise considered for the case of the conferences (5.11).

The Directory of Open Access Journals (<https://doaj.org/>) provides a key starting point to identify key publications. At least two articles in open-access academic journals will be submitted for publication. Further details on dates and publications will be incorporated in the next versions of this document.

## 5.13. General audience articles

Besides press releases, general audience articles help to disseminate the benefits of the IN4SOC project to the general public. Given the wide scope of targeted groups, it makes sense to include general audience publications in the present Dissemination and Exploitation Plan. The present increasing interest in CSR and the incorporation of the Agenda 2030 approach, improves the chances of raising interest on the IN4SOC project, which enhances the compliance with both social responsibility requirements and SDGs.

At least one article will be submitted to the Erasmus+ News in the European Commission web page, magazines. IN4SOC partners will dedicate reasonable efforts to awaken the interest of general audience publications. The consortium will contact sectorial publications to reinforce the dissemination of the project. Further details on dates and publications will be incorporated in the next versions of this document

# 6. Project visibility

## 6.1. Use of Erasmus+ logo

Any project-related event or activity should specify that it is funded by the Erasmus+ Programme by the European Union.

The Erasmus+ logo must be used with no changes as depicted below.



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More information on:

[https://eacea.ec.europa.eu/about-eacea/visual-identity\\_en](https://eacea.ec.europa.eu/about-eacea/visual-identity_en)

## 6.2. IN4SOC project logo

Technische Universität Darmstadt prepared a total of seven project logo proposals. After a two-round vote, the partners selected the IN4SOC logo to be used



**IN**ternships for enhancing **SO**cial and **C**ivic Key Competences  
for Lifelong Learning in Technical Universities

The IN4SOC project logo should be used when disseminating materials related to the project.

## 6.3. European Commission funding

Any dissemination activities and publications related to the IN4SOC project will acknowledge the European Erasmus+ Programme funding. Publications will mention that: “The research leading to these results has received funding from the European Union through the IN4SOC project, Erasmus+ Programme under grant agreement 2018-1-ES01-KA203-050697”.

## 7. Monitoring

The indicators used to measure the impact of the project are:

- No. of visits to the IN4SOC web page (*The webpage is recording the visits through the installed plugin Google Analytics Dashboard for WP*)
- No. of recipients of the IN4SOC leaflet in English.
- No. of recipients of the IN4SOC leaflet in French.
- No. of recipients of the IN4SOC leaflet in Portuguese.
- No. of recipients of the IN4SOC leaflet in Hungarian.
- No. of recipients of the IN4SOC leaflet in German.
- No. of meetings with organizations (large industries/SMEs/NGOs/public administration) to provide SOC internships (*Partners report meetings to UPM*)
- No. of recipients of the Newsletters.
- No. of participants in the workshops.
- No. of participants in the multiplier event.
- No. of participants in the conferences where IN4SOC is presented (*Partners report the events where IN4SOC is presented to UPM*)
- No. of articles (*as expressed in 5.12 Academic articles*)
- No. of press releases.
- No. of communication in conferences (*as expressed in 5.11 Conferences*)
- No. of followers in social media (*Twitter and Facebook are being considered. See 5.6 Social Media*)
- No. of links with existing networks and transnational partners.
- No. of new members of the IN4SOC network.

## 8. Sustainability of the project – “Exploitation”

The following elements are considered key to the sustainability of the SOC model.

### 8.1. IN4SOC Intellectual outputs

A major benefit of the IN4SOC project is related to the fact that the resulting Intellectual Outputs will serve as key resources for the future exploitation of the project. These outputs will be available for any organization (universities, public administration, companies, etc.) interested in replicating the SOC internship model developed through IN4SOC.

IO <sub>n</sub>	Intellectual Output Description
IO1	Guidelines to formulate replicable socio-civic internships
IO4	Guides for a successful SOC internship
IO5	IN4SOC tool to connect students and organizations
IO7	IN4SOC toolkit to implement SOC internships in Technical Universities



### 8.1.1. Guidelines to formulate replicable socio-civic internships

The first intellectual output creates a common framework to formulate SOC internships, including examples of internships in different fields. Replicable parameters and indicators, adapted when needed to the relevant socio-economic context of the region, will help to unveil whether the internship have a SOC character, and recommendations are provided in order to convert traditional internships into SOC internships.

This output thus provides the **framework to create and/or assess the level of alignment of the potential internship** with the social responsibility of the organization. In order to provide a quantifiable framework, concrete specific competences addressing the social and civic key competence will be outlined, which are to be targeted by the SOC internship. This output includes a section on key concepts and definitions, aiming to ensure that common English terms on this topics are used across SOC internships. Other common aspects, such as the duration, tasks to be developed, compensation and other requirements will be also part of the SOC formulation.

The resulting guidelines will serve as a key reference for the replicability of the SOC internship model by further beneficiaries of the IN4SOC network, once the project is finished.

### 8.1.2. Guides for a successful SOC internship

These guidance reports target **supervisors** of the internships (both academic and external) and students. The guides are intended to support an effective SOC internship, from the selection of the organization by the student (e.g. potential additional schemes to be considered, such as EU scholarships, grants and loans) to the delivery of the expected outcomes of the internship in accordance with the rubric for SOC internships.

The Guide for SOC academic supervisors will contribute to:

- Advise organizations on how to set up excellent SOC internships in a win-win scenario for academia and the organization.
- Drive behavioural change, towards a shift on the design of internships to enhance the acquisition of social and civic competence.

The Guide for SOC supervisors in the host organization will contribute to:

- Advise organizations on how to design excellent SOC internships in a win-win scenario for academia and the organization.
- Align the socio-civic and/or environmental targets of the organization with the educational environment.

The Guide for SOC Students will contribute to:

- Advice Students on how to apply for a SOC internships as well as the follow-up of the procedure, including support on available funding for internships abroad.
- Drive interest towards socio-civic competences, by highlighting tips for a successful SOC internship.

The resulting materials will provide a set of tools that will ease the autonomous incorporation of the IN4SOC outcome by institutions and organizations interested in replicating the benefits of the project at their own entities.

### **8.1.3. IN4SOC tool**

The IN4SOC online platform will be open to other Universities so that they can become IN4SOC members and publicise the SOC internships among their students, thesis supervisors and neighbour organizations (e.g. enterprises, public administrations, NGOs).

The IN4SOC tool will be the web platform that connects potential interns, supervisors, and organizations (e.g. SMEs, large companies). All relevant documents for the internship are there uploaded, and each time an internship is agreed between an organization and an intern a dedicated web space enables the monitoring and tracking of the competences and skills to be enhanced.

The tool will be accompanied by a tutorial (video of around 5 minutes and a support document including FAQ) about its use. Students will be able to propose SOC lines of work, either directly to a certain organization already in the IN4SOC platform or via the proposal of the organization as a new member of the SOC network. The output of the Students will enable the continuous improvement of the process.

### **8.1.4. The IN4SOC toolkit**

This final output delivers the toolkit of practices to implement SOC internships in Technical Universities, considering all steps of an internship but paying special attention to the design and assessment of socio-civic competences. The toolkit focuses on examples of good practices documented from the SOC internships during the project, in the academic years 2019-2020 and 2020-2021.

The case studies, selected because of the distinguished implementation, will be summarized according to selected elements, including:

- The knowledge area in which the internship has been framed
- Socio-civic-environment target domain
- Social responsibility objectives addressed
- Results/outcomes
- Student performance following the rubric
- Impact of the internship
- Competences acquired and lessons learned

The toolkit will be the reference document for any University or Organization wishing to be part of the IN4SOC network.

## **8.2. IN4SOC network**

The consortium aims at enlarging the IN4SOC network beyond the initial project participants.

Higher education institutions occupy a unique position within society, with a broad remit in the creation and communication of knowledge, having the power of driving global, national and local innovation.

A network of SOC universities will enable a higher impact at all levels (local, regional, national and European level).

### 8.3. SOC label

The SOC Label will be awarded to organizations when they become part of the IN4SOC network. This label will enable communicating the engagement in socio-civic and environmental issues, in line with the SDGs. This label can also offer organizations international recognition.

The exhibition of the SOC Label by organizations can enhance the curiosity of citizens and students about the SOC approach, and thus a higher acceptance of the local public. The social and brand image of the organization benefits while giving publicity to internships with a SOC character.

## 9. Summary

### 9.1. Dissemination

*Why?*

Activities serving the dissemination and exploitation of results are a way to showcase the work that has been done as part of a specific Erasmus+ project. Sharing results, lessons learned, outcomes and findings beyond the participating organisations will enable a wider community to benefit from the work done, as well as to promote the organisation's efforts towards the objectives of Erasmus+.

In order to optimize the exploitation plan and the settlement of IN4SOC as a reference network to provide inspiration for the implementation of SOC internships, the partners shall raise awareness among relevant stakeholders. These may later incorporate the SOC internship model, inspired by the work developed through the IN4SOC project.

*What?*

The overall aim of this plan is to ensure broad-reaching impact, uptake, use and sustainability of the project among the identified stakeholders. The main challenge of the dissemination strategy is to effectively reach the wide scope of groups that may be



interested in joining the IN4SOC Network or in learning from the experiences bound to the project. This is, at the same time, a remarkable advantage, since there are numerous networks available to spread information about IN4SOC.

*How?*

**9.2. By using appropriate channels and resources, we seek to extensively disseminate and promote the project and the SOC internships across new universities and organizations to embrace the SOC approach and join the IN4SOC Intellectual outputs**

A major benefit of the IN4SOC project is related to the fact that the resulting Intellectual Outputs will serve as key resources for the future exploitation of the project. These outputs will be available for any organization (universities, public administration, companies, etc.) interested in replicating the SOC internship model developed through IN4SOC.

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The first intellectual output creates a common framework to formulate SOC internships, including examples of internships in different fields. Replicable parameters and indicators, adapted when needed to the relevant socio-economic context of the region, will help to unveil whether the internship have a SOC character, and recommendations are provided in order to convert traditional internships into SOC internships.

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The resulting guidelines will serve as a key reference for the replicability of the SOC internship model by further beneficiaries of the IN4SOC network, once the project is finished.



### 9.2.2. Guides for a successful SOC internship

These guidance reports target **supervisors** of the internships (both academic and external) and students. The guides are intended to support an effective SOC internship, from the selection of the organization by the student (e.g. potential additional schemes to be considered, such as EU scholarships, grants and loans) to the delivery of the expected outcomes of the internship in accordance with the rubric for SOC internships.

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The resulting materials will provide a set of tools that will ease the autonomous incorporation of the IN4SOC outcome by institutions and organizations interested in replicating the benefits of the project at their own entities.

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The tool will be accompanied by a tutorial (video of around 5 minutes and a support document including FAQ) about its use. Students will be able to propose SOC lines of work, either directly to a certain organization already in the IN4SOC platform or via the

proposal of the organization as a new member of the SOC network. The output of the Students will enable the continuous improvement of the process.

#### 9.2.4. The IN4SOC toolkit

This final output delivers the toolkit of practices to implement SOC internships in Technical Universities, considering all steps of an internship but paying special attention to the design and assessment of socio-civic competences. The toolkit focuses on examples of good practices documented from the SOC internships during the project, in the academic years 2019-2020 and 2020-2021.

The case studies, selected because of the distinguished implementation, will be summarized according to selected elements, including:

- The knowledge area in which the internship has been framed
- Socio-civic-environment target domain
- Social responsibility objectives addressed
- Results/outcomes
- Student performance following the rubric
- Impact of the internship
- Competences acquired and lessons learned

The toolkit will be the reference document for any University or Organization wishing to be part of the IN4SOC network.

IN4SOC network. Both digital and tangible resources are exploited, one-time and long-term actions are considered, and on-site and networked capabilities are mobilized. Among the channels being used for the dissemination plan, it is possible to highlight the utilization of a wide range of publications (leaflet, website, newsletter, press releases, social media accounts, articles) and events (workshops, multiplier event, conferences).

##### *When?*

The dissemination plan covers the entire lifetime of the IN4SOC project. During the first term, dissemination actions aim at raising awareness on the existence of the project, providing information on the internship calls and generating interest in developing partnerships. The second term will focus on spreading the achievements of the intellectual outputs, gaining commitment towards the future implementation of the IN4SOC network, and informing the general public about the opportunities that the SOC internship model offer to universities and companies, besides the general societal impact brought by the acquired competences.

##### *To whom?*

There is a wide scope of potential organizations that may show interest in participating at any stage of the project. Among them: responsible staff at Universities, higher education community, industrial interest groups and public authorities, at a local, regional and international level.

### 9.3. Exploitation

Exploitation is a key aspect for the IN4SOC project, since it aims at settling a reference for the future internship conceptualization at technical universities. A vague exploitation and sustainability outcome would imply a meaningful shortcoming of the entire project. Moreover, the expected future results shall bring benefits for all the targeted groups involved.

#### *Transference to new areas*

The *Guidelines to formulate replicable socio-civic internships* (IO1), the *Guides for a successful SOC internship* (IO4) and the IN4SOC toolkit to implement SOC internships in Technical Universities allow for the replication of the SOC internship experiences at any given technical university. This means that, whenever the involved parties observe the defined requirements to set up a SOC internship, they are able to incorporate this high impact model to their corresponding organizations.

#### *Customization to the needs of the targeted groups*

Whenever the involved parties observe the defined requirements to set up a SOC internship, the flexibility of the resulting tools and resources available for the replication of the experiences fostered by the IN4SOC project allow for multiple combinations. The Students are allowed to suggest SOC internships if they comply with the bases provided by the IN4SOC project. Moreover, since the focus of the project is to incorporate the socio-civic approach to the internships, groups outside of the technical field may also benefit from the developed outcomes.

#### *Sustainability after the funding period*

The *IN4SOC tool* and the *IN4SOC toolkit*, along with the guidelines and guides developed through the intellectual outputs, provide an advantageous starting point for those organizations interested in joining the IN4SOC network, as well as a motivation for those entities that want to enhance their performance in what concerns social responsibility. The SOC Label may likewise serve as a transversal reference to attract new participants to the IN4SOC network.

#### *Impact on future policies*

Higher education institutions may incorporate the SOC internship model developed through the IN4SOC project aiming at improving their University Social Responsibility policies. On the other hand, companies will enhance their CSR standards by offering SOC internships to the higher education communities. Educational public bodies may incorporate the SOC internships as a recommendation for the design and implementation of impactful collaborations between the Academia and the Industry.

## 9.4. Summary tables

### 9.4.1. Summary table: Dissemination

DISSEMINATION CHANNELS	TARGETED STAKEHOLDERS	EXPECTED IMPACT
<b>Website</b>	<ul style="list-style-type: none"> <li>General audience</li> </ul>	<ul style="list-style-type: none"> <li>Interested groups and potential collaborators can find immediate, easy to understand and accessible information</li> <li>First contact point for interested stakeholders</li> <li>Availability of a quick reference for sharing</li> </ul>
<b>Leaflet</b>	<ul style="list-style-type: none"> <li>Participants of events in the field of internships / CSR</li> <li>Potential new members of the IN4SOC network</li> </ul>	<ul style="list-style-type: none"> <li>Interested groups and potential collaborators can find accessible information for later consultation and sharing</li> </ul>
<b>Newsletter</b>	<ul style="list-style-type: none"> <li>Groups and individuals with special interest in the IN4SOC project</li> </ul>	<ul style="list-style-type: none"> <li>Interested groups and potential collaborators are kept up to date</li> </ul>
<b>Press releases</b>	<ul style="list-style-type: none"> <li>General audience</li> <li>Specific audiences: education, industry, social impact/CSR</li> </ul>	<ul style="list-style-type: none"> <li>Reaching unexpected targets</li> <li>Reinforcing the visibility of the project</li> </ul>
<b>Social Media</b>	<ul style="list-style-type: none"> <li>Stakeholders who share networks in the field of education, industry, CSR</li> </ul>	<ul style="list-style-type: none"> <li>Reinforcing the visibility of the project</li> <li>Interested groups and potential collaborators are kept up to date</li> </ul>
<b>IN4SOC Workshops</b>	<ul style="list-style-type: none"> <li>Students and industry</li> </ul>	<ul style="list-style-type: none"> <li>Meeting point for relevant stakeholders and potential applicants, associated partners and internship hosts</li> </ul>
<b>Multiplier event</b>	<ul style="list-style-type: none"> <li>General audience interested in: education/pedagogy, economics, industry, ethics, corporate social responsibility and societal impact, organizational theory, social psychology, sociology and anthropology, etc.</li> </ul>	<ul style="list-style-type: none"> <li>Sharing the outcomes with relevant stakeholders</li> <li>Reinforcing the IN4SOC network</li> <li>Optimization of the further exploitation of the project</li> </ul>
<b>Networking</b>	<ul style="list-style-type: none"> <li>Entities participating in Erasmus+ projects</li> </ul>	<ul style="list-style-type: none"> <li>Reinforcing the visibility of the project</li> </ul>
<b>Conferences</b>	<ul style="list-style-type: none"> <li>Academy</li> </ul>	<ul style="list-style-type: none"> <li>Communicating the outcomes to relevant stakeholders</li> <li>Spreading information about the benefits of the SOC internships</li> </ul>
<b>Academic articles</b>	<ul style="list-style-type: none"> <li>Academy</li> </ul>	<ul style="list-style-type: none"> <li>Communicating the outcomes to relevant stakeholders</li> <li>Spreading information about the benefits of the SOC internships</li> </ul>
<b>General audience articles</b>	<ul style="list-style-type: none"> <li>General audience</li> </ul>	<ul style="list-style-type: none"> <li>Reinforcing the visibility of the project</li> </ul>



### 9.4.2. Summary table: Exploitation

EXPLOITATION RESOURCES	TARGETED STAKEHOLDERS	EXPECTED IMPACT
<b>Intellectual Outputs</b>		
- <i>Guidelines</i>	<ul style="list-style-type: none"> <li>Organizations (enterprises, public administrations, NGOs)</li> <li>Higher education institutions</li> </ul>	<ul style="list-style-type: none"> <li>Availability of a framework to create and/or assess the level of alignment with SOC standards</li> <li>Useful guidance for the replicability of the SOC internship model by further beneficiaries</li> </ul>
- <i>Guides</i>	<ul style="list-style-type: none"> <li>Supervisors in the host organization</li> <li>Academic supervisors</li> <li>SOC supervisors</li> <li>Students</li> </ul>	<ul style="list-style-type: none"> <li>Enhancing interest towards socio-civic competences</li> <li>Facilitating the design, evaluation and adaptation of SOC internships</li> <li>Win-win scenario for academia and the organization.</li> <li>Improvement of the follow-up and support</li> <li>Behavioural change, towards a shift on the design of internships</li> </ul>
- <i>IN4SOC tool</i>	<ul style="list-style-type: none"> <li>Organizations (enterprises, public administrations, NGOs)</li> <li>Academic supervisors</li> <li>SOC supervisors</li> <li>Students</li> </ul>	<ul style="list-style-type: none"> <li>Enhanced transparency of the process</li> <li>Enhanced communication between potential and actual interns, supervisors, and organizations</li> <li>Enhanced organization of the documentation</li> <li>Enhanced monitoring and tracking of the competences and skills to be fostered.</li> </ul>
- <i>IN4SOC toolkit</i>	<ul style="list-style-type: none"> <li>Higher education institutions</li> <li>Organizations (enterprises, public administrations, NGOs)</li> </ul>	<ul style="list-style-type: none"> <li>Inspiring organizations and universities for optimal design of the SOC internship</li> <li>Providing a useful and accessible reference for any University or Organization wishing to be part of the IN4SOC network.</li> <li>Increasing the interest in the IN4SOC project and opportunities</li> </ul>
<b>IN4SOC Network</b>	<ul style="list-style-type: none"> <li>Higher education institutions (local, regional, national and European level)</li> <li>Organizations (enterprises, public administrations, NGOs)</li> </ul>	<ul style="list-style-type: none"> <li>Enlarging the IN4SOC network beyond the initial project participants.</li> </ul>
<b>IN4SOC Label</b>	<ul style="list-style-type: none"> <li>Organizations hosting internships</li> </ul>	<ul style="list-style-type: none"> <li>Increasing the curiosity and acceptance of the SOC approach</li> <li>Enhanced social and brand image of the organization</li> </ul>