



GEReSH-CAM

573980-EPP-1-2016-1-FR-EPPKA2-CBHE-SP

**A.1 Quality Assessment Tool for Deliverables**

Title of the deliverable:	
Work Package and Activity Reference	
Name of WP Leader:	
Name of Quality reviewer:	

*The following evaluation form is intended for the evaluation of GEReSH-CaM project's deliverables. A designated Quality Assurance officer will indicate the quality of different aspects of the deliverable by ticking the box corresponding to the quality level. The reviewer will also give recommendations for further improvements.*

	Excellent	Good	Fair	Poor	Comments / Recommendations
<b>OVERVIEW</b>					
Relevance to the work package and the overall objective of the project					
Compliance with deadlines					
Compliance with the project needs and expectations					
Adaptation to the targeted audience					
Respect of the foreseen budget					
<b>CONTENT</b>					
Quality / relevance of the information conveyed by the deliverable					
Topicality of the information					
<b>FORM</b>					
Practical aspect : Dialogue between content and form					
Organization and overall consistency of contents					
Clarity of language / intelligibility of texts					



Clarity and brevity of the presentation of the deliverable and its objectives					
Organization of the table of contents (depending on the nature of the deliverable).					
Logical progression of the parts of the document; Easy navigation (orientation)					
Quality and relevance of visual support (depending on the nature of the deliverable): images, graphics, video...					
<b>COMMUNICATION</b>					
Easy access to deliverable for target audience					
Media exposure					

<b>Overall assessment and suggestions for improvement</b>	
<b>Date of Quality control performed by the reviewer :</b>	