INDUSAC

Appendix 5: Template for Co-creation Implementation Report

To be filled out by each member of the co-creation team.

Co-Creation Implementation Report	
Title of the Challenge	
Team Leader	
Team Member	
Team Member	
Start of project	(date)
End of project	(date)
Short description of the project results. Please provide a short description of the project results and a short description of your personal contribution (five sentences total). Note that the description will be published on the INDUSAC website and on the EU platform so please don't include classified information.	
List of Deliverables prepared and uploaded on the platform	
Inclusiveness statement (explain in a few sentences how your solution is inclusive, ie. not excluding any groups of individuals in terms of gender, race, nationality, etc.)	
Upskilling, clarity and satisfaction questionnaire	(see below***)

Testimonial: please provide a short testimonial, e.g. a letter or written statement of recommendation of something given or done as an expression of esteem, admiration, or gratitude. See two examples below:

"The company that issued the Challenge is active in the services sector. Due to a low number of employees and a busy schedule, it is a Challenge for them to find time to think out-of-the box. Within the INDUSAC co-creation project team, we not only got an opportunity to solve a real-life company problem and provide ideas for improved services but also got experience in international cooperation with fellow students and researchers. We would be happy to participate in similar initiatives in the future!"

"I learned about the INDUSAC at the university where I study. Then I checked the INDUSAC website and there were several Challenges from companies. Three Challenges were really interesting, I joined one co-creation team and we successfully submitted a Motivation Letter. For the first time I was able to be a member of an international co-creation team and worked with a company from France. I was able to contribute my ideas and knowledge. This was really a valuable experience."

==***==**Questionnaire for Students/Researchers after Completion of the Co-creation Project**

The purpose of the questionnaire is to evaluate the level of upskilling achieved during the co-creation project.

Questions for students/researchers after submission of the final report
Please, evaluate your current level of the following soft skills (1 – very poor, 2- poor, 3 – average, 4 – good, 5- very good - **Likert Scale**):
- Communication skills
- Negotiation
- Results oriented thinking
- Responsibility

- Creativity
- Planning skills
- Analytical thinking
- Critical thinking
- Conflict management
- Tolerance and acceptance for different approaches
- Common goal definition
- Time management and effective planning
- Leadership
- Teamwork
- Experience in working with companies
- Working within international teams
- English

Selection (Multiple choice)
- Which skills were significantly developed / improved through the co-creation team project:
  o Communication skills
  o Negotiation
  o Results oriented thinking
  o Responsibility
  o Creativity
  o Planning skills
  o Analytical thinking
  o Critical thinking
  o Conflict management
  o Tolerance and acceptance for different approaches
  o Common goal definition
  o Time management and effective planning
  o Leadership
  o Teamwork
  o Experience in working with companies
  o Working within international teams
  o English

Yes/no questions
Are you familiar with the following methods:
- SWOT analysis

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- Persona Method
- Utility analysis
- Trend analysis
- Scenario analysis
- Cost-benefit analyses
- Product portfolio analysis / BCG Matrix
- White spot analysis
- Creating marketing strategies
- Value proposition analysis
- Developing a business plan
- Preparation of business model canvas
- Building a Product Service System
- Detecting ideas
- Empathy map
- Kano-method
- Building prototypes
- Simulation model
- Virtual prototype
- Target group analysis

Please, evaluate your experience in terms of clarity and satisfaction with the process (1 – very poor, 2- poor, 3 – average, 4 – good, 5- very good - **Likert Scale**):

Topic	clarity of the process	satisfaction
finding the detailed information about the Challenge		
user-friendliness of the use of the platform (user experience of the online platform)		
method assistance through explanations and templates		

assistance through the proposed process and milestones		
registration on the platform		
creation of a team		
timeline of challenge application process		
timeline for solving the challenge		
submission of application / Motivation Letter		
working in a team - with other students / researchers		
working in a team - with company		
preparation of deliverables (Solution, reports, etc.)		
submission of deliverables (Solution, reports, etc.)		
(students only) financial transaction process		

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Any general comments? (text answer)_____

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Collaboration

How often did you meet the company representative?

    1) Never 2) once or twice 3) bi-weekly 4) weekly 5) more often

Which communication channel did you use?

    1) INDUSAC platform 2) Slack 3) WhatsApp or similar Messenger 4) E-Mail 5) Online meeting platform (e.g. teams, zoom) 6) other please specify: _____

How often did you meet with your team members?

    1) Never 2) once or twice 3) bi-weekly 4) weekly 5) more often

Which communication channel did you use?

    1) INDUSAC platform 2) Slack 3) WhatsApp or similar Messenger 4) E-Mail 5) Online meeting platform (e.g. teams, zoom) 6) other please specify: _____

Did you benefit from working in a multicultural team?

    1) Not at all 2) a bit 3) neutral 4) Yes I did 5) Yes a lot

Rate the level of agreement or disagreement with each statement on a scale of 1 to 5, where 1 represents "Strongly Disagree" and 5 represents "Strongly Agree."

- The co-creation mechanism encouraged active participation and engagement from all participants.
- The co-creation process encouraged collaboration and co-learning among the participants.
- The co-creation process incorporated customer research and insights to understand the end-users' needs and preferences.
- The co-creation process fostered interdisciplinary collaboration, integrating perspectives from social sciences and humanities to other disciplines.
- We, as a team, were encouraged to explore ethical considerations and social impact when generating ideas during the co-creation process.
- I was able to participate equally in the decision-making process.
- The co-creation process resulted in solutions that specifically addressed gender-related issues or considerations.
- Overall, the co-creation process successfully prioritised the human aspect (Inclusivity, Gender dimension, Interdisciplinarity, User Perspective, Collaboration, Iterative Feedback, Ethical Considerations) and created a meaningful and inclusive environment.

Any general comments? (text answer)_____

Please, evaluate your current level of agreement with the following statements (1 – very poor, 2- poor, 3 – average, 4 – good, 5- very good - **Likert Scale**) + option "I didn't use it":

- Help desk assistance (e.g. value of support received) was adequate.
- It is likely you would recommend participation in such a program to other peers
- Challenges were diverse enough and you were able to find an interesting one fast and start the co-creation process
- The Challenges were well described.
- Companies' expectations were reasonable.
- You are satisfied with the results that your co-creation team submitted,
- You benefited from working in an international environment.

Open questions:

- Appropriateness of funding: did you find funding appropriate, high enough? Were you able to cover all your costs? Considering actual costs and given rational consideration, do you feel that the funding received would be sufficient for supporting more than one co-creation project?
- What is the main reason you applied to INDUSAC open calls (money, connections to students and/or companies/researchers, international experiences, new skills etc.)?
- How would you rate your experience with the provided method recommendations and explanations, templates, process and milestone recommendations?

Tick a box Yes / No:
Would you like the INDUSAC communication team to prepare a success story / a good practice story based on your project and results? If so, the communication team will contact you for more information.