



# GEMMA

Grant Agreement n.2022-1-IT02-KA220-HED-000087512

Project Meeting Minutes, Valencia

11-04-2024

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## **Morning session**

### **WP1 – Project Management**

Completed

EU Project Accountability: PPT from Mr. Boffi, please refer to Annex I

### **WP2 – Integrated model for well-being at work**

Completed, however all the partners expressed a significant lack of coordination. Particularly:

- University of Valencia: project coordination should improve, as well as WP coordination. Indeed, we have coordinating different activities of WP3, taking into consideration we are not the leader.
- IASIS: communication should improve, not only from coordinator but also between partners.
- UAM: UniBa should also keep up with the activities, especially the ones they are in charge for

Mitigation measure: recall UniBa to its duty. Mr. Boffi will take care of notifying this issue to Prof. Fornasari, project leader. The partners are working extremely hard to recover the existing delay on the implementation of the activities, however they need the coordinator to work more effectively.

### **WP3 - GEMMA MOOC design and implementation**

- Definition of the course syllabus: finalized;
- Instructional design of the course: finalized;
- Recordings of the MOOC lessons: it will be done tomorrow, on the 12<sup>th</sup> of April;
- Drafting of the MOOC lessons: it means recording; audio files; contents and text.

#### Notes on the MOOC lessons:

- a) each lesson is composed by 4 modules;
- b) the length of the modules should be max. 5 mins (exceptionally up to 7 mins);
- c) Only KPI from the project: 2 hours of overall lengths (whole lessons and modules).

#### Decisions on the MOOC lessons:

1. UAM will check the uniformity among the different lessons produced by the GEMMA partners by Monday 15<sup>th</sup> April 2024;
  2. University of Valencia will send a “passage text/slide” among the different modules to UAM, thus UAM can integrate it in the MOOC lessons to tight the different modules;
  3. SGF will send its lessons by Monday 15<sup>th</sup> April 2024;
  4. University of Valencia will split its lessons in 4 modules by Monday 15<sup>th</sup> April 2024 (currently 2 modules);
  5. The “drafting of the MOOC lessons” activity will be ready by the end of April 2024.
- Translation of the contents: the partners will work on the translations of the scripts as soon as they are ready (i.e., when UAM (Aleksandra) confirm that we are ready to start). Timeline: 2 weeks per lesson;
  - Definition of course certification: by the end of May 2024 (according to Gantt);
  - Harmonization of the platform: according to SGF the platform will be ready by the end of July;
  - 2024.UniBa should appoint a technical profile to upload the content on the platform.

Decision on the platform to be used:

6. all the partners agreed to use EduOpen.

- Platform presentation: the goal is to have at least 1 lesson/game scenario ready to be shown during the platform presentation

Decision on the platform presentation:

7. The platform will be presented by UAM during an international event, which will be implemented in Poland between the 26<sup>th</sup> and the 29<sup>th</sup> of June. Otherwise, the next possible slot will be October 2024, too late according to the Gantt of the project.

**WP4 - Development of GEMMA serious Game**

- Drafting of the structure and mechanic game: it will be ready by the end of April;
- Implementation of the co-creation events: possibly in May 2024. KPI according to the project: 10 academics per event.

Dr. Di Fuccio (SGF) presented the first version of the game, and the partners made the following suggestions:

1. Turku: improve the visibility of the graphics;
2. University of Valencia: add the description of the dimensions of well-being throughout the game;
3. IASIS: add a warning when the situation is closer to “game over” or taking out the game over option, adding an explanation to the user according to the results (if the variable is heavily negative).

Suggestions concerning the implementation of the co-creation events:

4. An introductory session to explain the context of the project, the variables, the different scenarios, is needed; Marta (UVEG will send an email saying the rest of the partners which modules of GEMMA will be specifically helpful for this purpose);
  5. Try to keep a gender balance: 1 female scenario and 1 male scenario;
  6. At the end of the form submitted by the participants (Annex III), add a section concerning “lessons learnt” regarding the specific competences that have been practiced.
- Translation of the scenarios: once all the events will be implemented and the scenarios are defined



## **Afternoon session**

Quality Assurance (IASIS) – Please refer to Annex V

### **Recording Lesson Preparation Session:**

- All the partners read the coherence of the script to see if they are aligned with the GEMMA Framework;
- Shared session to adjust the introductory session from UniBa.

## **Decisions**

- Raffaele di Fuccio will change his opening speech concerning his module;
- Terminology: Lesson (framework), each of them composed by 4 modules;
- Decision: “academics” will be the participants/targets (no “researchers”, which is a too specific term).

## **Miscellaneous**

- Final event: foreseen for April 2025 in Finland, however;
- Possibility to match the final event with a big international event organized in Turku, but in June 2025;
- Therefore, possibility to introduce an amendment to extend the project by 2 months, to be discussed with the University of Bari.



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## Annex I: EU Project Accountability PPT



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*EU Project  
Accountability*

*GEMMA Project as Consortium Meeting Valencia*



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10 April 2024



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Non profit rule vs. lump sum contribution



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## Why do we use lump sum funding?

### Reducing the financial error rate

- Following different EC annual reports 2019 and 2020, there is wide agreement that the error rate in the accountability of European projects must be reduced
- Lump sums are a key measure to achieve this scope

### Significant simplification potential

- Funding based on reimbursement of real costs remains complex and error-prone. Little scope for further simplification
- Lump sums remove the obligation to report actual costs and resources
- Easier to use for beneficiaries with limited experience

### Focus on content

- Focus less on financial management and more on content



## Common understanding of lump sum funding needed

### EC is aware of concerns:

- Higher financial risk;
- Possible negative side effects (fewer newcomers, less ambitious proposals);
- Less flexibility in grant management

### EC is aware of misunderstandings:

- Lump sum payments depend on a successful outcome ;
- partially completed lump sum work packages will not be paid

### EC needs to explain more, however:

- Successful pilots under the Horizon 2020 program
- Improved guidance and series of events to clarify how lump sum funding works



## How does it work in concrete terms (example) – 1/2

	WP1	WP2	WP3	WP4	WP5	WP6	WP7	WP8	Total
Beneficiary A	250.000			50.000	300.000	250.000		300.000	1.150.000
Beneficiary B		250.000	350.000	50.000			100.000	150.000	900.000
Beneficiary C	100.000	100.000		50.000		280.000			530.000
Beneficiary D		120.000		50.000			100.000	150.000	420.000
<b>Total</b>	<b>350.000</b>	<b>470.000</b>	<b>350.000</b>	<b>200.000</b>	<b>300.000</b>	<b>530.000</b>	<b>200.000</b>	<b>600.000</b>	<b>3.000.000</b>

Shares of the lump sum per beneficiary

Shares of the lump sum per WP

Lump sum = Maximum grant amount

You can **use the budget as you see fit** as long as the project is implemented as agreed. The actual distribution of the lump sum is invisible to us.

Budget transfers between work packages and/or partners require an amendment if the consortium wants to reflect them in the grant agreement.

## How does it work in concrete terms (example) – 2/2

### Reporting and payment (2)

- The financial report is much **simplified** and to a large extent automated.
- The financial statement for all beneficiaries is **automatically generated** (based on the accepted work packages and the corresponding lump sum shares).

	WP1	WP2	WP3	WP4	WP5
Beneficiary A	250.000			50.000	300.000
Beneficiary B		250.000	350.000	50.000	
Beneficiary C	100.000	100.000		50.000	
Beneficiary D		120.000		50.000	
<b>Total</b>	<b>350.000</b>	<b>470.000</b>	<b>350.000</b>	<b>200.000</b>	<b>300.000</b>

Payment = 350 000 + 0 + 350 000 + 0 = 700 000 €

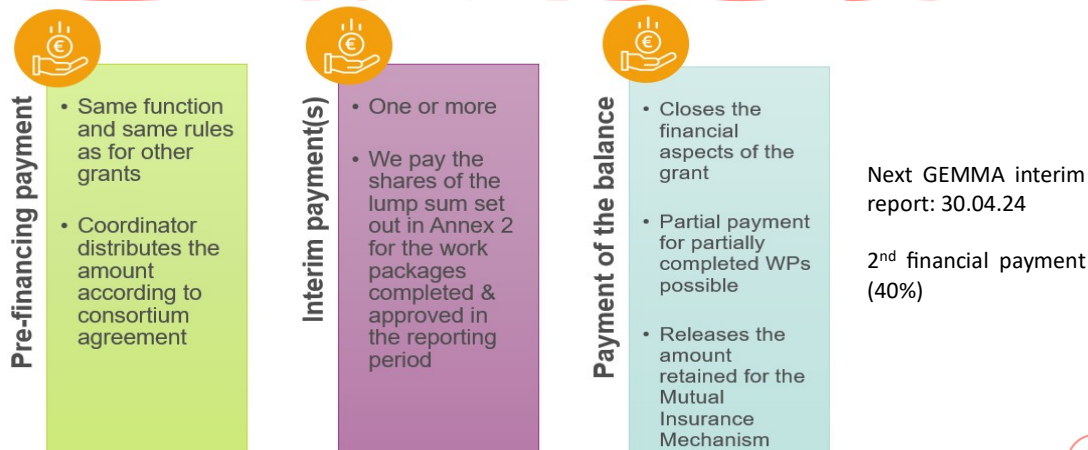
Interim payments pay the lump sum shares for completed work packages.

Final payments can also pay partially completed work packages.





## Payment schedule



## Acceptance of work packages

- Work packages are **accepted if the activities have been carried out**. The EC can also accept them when all essential tasks have been completed, when equivalent tasks have been carried out, or when deviations have been justified.
- **Lump sum projects can be amended** according to scientific-technical needs (or deviations can be justified in the reports). Use these mechanisms to make completion of work packages feasible.
- Before a lump sum work package (that you declared completed) is rejected as incomplete, you are usually invited to **respond to the observations of the project officer**.
- If the rejection is upheld the lump sum share concerned is not paid at that point in time. You should **complete the work package later** and declare it at the end of any subsequent reporting period.
- If it is not possible to complete a work package by the end of the project (e.g., for technical reasons or due to force majeure), the **lump sum is paid partially** in line with the degree of completion. The decision on the partial amount is taken on a case-by-case basis. You will be able to provide observations.







## Keeping records for lump sum projects

### You need (e.g.)



- ☐ Technical documents
- ☐ Publications, prototypes, deliverables
- ☐ Documentation required by good research practices such as lab books
- ☐ ...any document proving that the work was done as detailed in Annex 1

### You don't need





- ☐ Time-sheets
- ☐ Pay-slips or contracts
- ☐ Depreciation policy
- ☐ Invoices
- ☐ ...any documents proving the actual costs incurred



## Ex-post controls

### Checks, reviews and audits for:

-  Proper implementation of the action (e.g. technical review)
-  Compliance with the other non-financial obligations of the grant, e.g.

- › IPR obligations
- › Ethics and integrity
- › Open science
- › Dissemination
- › Etc.



No financial checks, reviews and audits by EU services





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## Non profit rule vs. lump sum contribution

*The EU grant may not have the purpose or effect of producing a profit for the beneficiary*



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## “Classic accountability rules”

- Personnel: daily timesheet, contracts, letter of appointment, proof of payment of the salary
- Other costs category (including travel and accommodation costs): travel in economy class, reference to the project in the hotel invoices (“*Project GEMMA - Grant Agreement n.2022-1-IT02-KA220-HED-000087*”) and other services (e.g. catering, venue rental, etc.), avoiding cumulative receipt in restaurants when possible.
- Subcontracting: best value for money





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## Annex II: Template MOOC



### Title Presentation



Presenter

Project Number: 2022-1-IT02-KA220-HED-000087512

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Y



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x
-  Y  
yy
-  Z  
zz

THANKS



Do you have any questions?  
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## Annex III: GEMMA Scenarios

- **Scenario 1.** Setting boundaries between work and private life (SGF)
- **Scenario 2.** Leadership factors of the workplace (e.g., modeling health and well-being in the employees, adequate practices of leadership) (UVEG)
- **Scenario 3.** Proactive behavior by the employee: the different behaviors that employees do to influence their own work context (e.g., job crafting and voice behaviors) (IASIS)
- **Scenario 4.** Prosocial behavior by the employee: to engage with others at work (e.g., providing support, giving organizational citizenship behavior) (UNIBA)
- **Scenario 5.** Adequate emotion regulation of the employee (AMU)
- **Scenario 6.** Recovery activities at work and outside the work (UTU)



## Annex IV: Template Game Scenario Creation

<b>Title</b>
<b>Author</b>
<i>Name Surname (optional)</i>
<b>Organization</b>
<i>Your organization</i>
<b>Date</b>

<b>Introduction</b>
<p>What are you are going to learn (competence to going to be trained)</p> <ul style="list-style-type: none"><li>• <i>First contextual info</i></li><li>• <i>Second contextual info</i></li><li>• <i>Add as much as you need</i></li></ul>



# Step 1

Skill	Yes	No	If yes which areas
Digital			
Entrepreneurial			
Life			

## Step 1 – The emerged issue

Please type what is happening

<b>Option 1</b>	Type an answer
<b>Hedonic</b>	Write a number with a sign (i.e. +1)
<b>Eudaimonic</b>	Write a number with a sign (i.e. +1)
<b>Social well-being</b>	Write a number with a sign (i.e. +1)
<b>Work outcome</b>	Write a number with a sign (i.e. +1)
<b>Overall comment on the fields involved</b>	Type a final comment

<b>Option 2</b>	Type an answer
<b>Hedonic</b>	Write a number with a sign (i.e. +1)
<b>Eudaimonic</b>	Write a number with a sign (i.e. +1)
<b>Social well-being</b>	Write a number with a sign (i.e. +1)
<b>Work outcome</b>	Write a number with a sign (i.e. +1)
<b>Overall comment on the fields involved</b>	Type a final comment

<b>Option 3</b>	Type an answer
<b>Hedonic</b>	Write a number with a sign (i.e. +1)
<b>Eudaimonic</b>	Write a number with a sign (i.e. +1)
<b>Social well-being</b>	Write a number with a sign (i.e. +1)
<b>Work outcome</b>	Write a number with a sign (i.e. +1)
<b>Overall comment on the fields involved</b>	Type a final comment

## Step 2

Skill	Yes	No	If yes which areas
Digital			
Entrepreneurial			
Life			

### Step 2 – The emerged issue

*Please type what is happening*

<b>Option 1</b>	<i>Type an answer</i>
<b>Hedonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Eudaimonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Social well-being</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Work outcome</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Overall comment on the fields involved</b>	<i>Type a final comment</i>

<b>Option 2</b>	<i>Type an answer</i>
<b>Hedonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Eudaimonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Social well-being</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Work outcome</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Overall comment on the fields involved</b>	<i>Type a final comment</i>

<b>Option 3</b>	<i>Type an answer</i>
<b>Hedonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Eudaimonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Social well-being</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Work outcome</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Overall comment on the fields involved</b>	<i>Type a final comment</i>

## Step 3

Skill	Yes	No	If yes which areas
Digital			
Entrepreneurial			
Life			

### Step 3 – The emerged issue

*Please type what is happening*

<b>Option 1</b>	<i>Type an answer</i>
<b>Hedonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Eudaimonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Social well-being</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Work outcome</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Overall comment on the fields involved</b>	<i>Type a final comment</i>

<b>Option 2</b>	<i>Type an answer</i>
<b>Hedonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Eudaimonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Social well-being</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Work outcome</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Overall comment on the fields involved</b>	<i>Type a final comment</i>

<b>Option 3</b>	<i>Type an answer</i>
<b>Hedonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Eudaimonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Social well-being</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Work outcome</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Overall comment on the fields involved</b>	<i>Type a final comment</i>

## Step 4

Skill	Yes	No	If yes which areas
Digital			
Entrepreneurial			
Life			

### Step 4 – The emerged issue

*Please type what is happening*

<b>Option 1</b>	<i>Type an answer</i>
<b>Hedonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Eudaimonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Social well-being</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Work outcome</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Overall comment on the fields involved</b>	<i>Type a final comment</i>

<b>Option 2</b>	<i>Type an answer</i>
<b>Hedonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Eudaimonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Social well-being</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Work outcome</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Overall comment on the fields involved</b>	<i>Type a final comment</i>

<b>Option 3</b>	<i>Type an answer</i>
<b>Hedonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Eudaimonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Social well-being</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Work outcome</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Overall comment on the fields involved</b>	<i>Type a final comment</i>

## Step 5

Skill	Yes	No	If yes which areas
Digital			
Entrepreneurial			
Life			

### Step 5 – The emerged issue

*Please type what is happening*

<b>Option 1</b>	<i>Type an answer</i>
<b>Hedonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Eudaimonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Social well-being</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Work outcome</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Overall comment on the fields involved</b>	<i>Type a final comment</i>

<b>Option 2</b>	<i>Type an answer</i>
<b>Hedonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Eudaimonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Social well-being</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Work outcome</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Overall comment on the fields involved</b>	<i>Type a final comment</i>

<b>Option 3</b>	<i>Type an answer</i>
<b>Hedonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Eudaimonic</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Social well-being</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Work outcome</b>	<i>Write a number with a sign (i.e. +1)</i>
<b>Overall comment on the fields involved</b>	<i>Type a final comment</i>



## General feedback

Reflection / Wrap-up (Remember that there is not a single path, but you could use different approach)

## Annex V: First Game Scenario

<b>Title</b>
<b>Setting boundaries between work and private life</b>
<b>Author</b>
<i>Raffaele Di Fuccio</i>
<b>Organization</b>
<i>SGF srl</i>
<b>Date</b>
<i>02<sup>nd</sup> November 2023</i>

<b>Introduction</b>
<ul style="list-style-type: none"><li>• <i>Your name is Gina and you are working remotely</i></li><li>• <i>It's 11.55am and at 1pm you're usually used to having lunch at home.</i></li><li>• <i>There is your husband at home whose name is Tommy and he is on his day off.</i></li><li>• <i>He has just returned from shopping and is putting away his purchases to start preparing for lunch.</i></li><li>• <i>You will be engaged in a call at 12 which should last an hour.</i></li><li>• <i>The call is about writing a paper with a very well-known professor (h index of 121) but known for his obsession with punctuality.</i></li><li>• <i>You are rested because you came from a relaxing weekend.</i></li></ul>



## Step 1

Skill	Yes	No	If yes which areas
Digital		X	
Entrepreneurial		X	
Life	X		Empathy Problem solving: Identify Digital Competence gaps

### Step 1 – The emerged issue

*The phone rings: it's your senior colleague Jim who organized the call. He calls out of breath because he can no longer find the call link and asks you for help. He says that he had organized it on Meet via his cell phone and now that he is on the PC he can no longer find it. If he comes in late on the call, he will never want to work with us. It's a miracle that he granted us this call and asks for your help in finding the link. How do you respond? You have a few seconds to respond.*

<b>Option 1</b>	<i>Jim, dammit! We have little time, we have to hurry, do you remember what kind of professor he is?! He is so precise! You have to look in the email: put the professor's email in the search bar. We certainly find it that way!</i>
<b>Hedonic</b>	+1
<b>Eudaimonic</b>	-1
<b>Social well-being</b>	-1
<b>Overall comment on the fields involved</b>	<i>Not very empathetic response, but able to understand the need and gap in Jim's competence</i>

<b>Option 2</b>	<i>We have to find it now! The best solution if you created it from a smartphone is to go back to the same device. If you go to your calendar you will find the call you created some time ago.</i>
<b>Hedonic</b>	-1
<b>Eudaimonic</b>	+1
<b>Social well-being</b>	+1
<b>Overall comment on the fields involved</b>	<i>Not a particularly empathetic response, but you solved the problem and understood what your colleague's skills gaps were, trying to describe a complex solution to him.</i>

<b>Option 3</b>	<i>Jim, that's not possible! But calm down now. I'll solve the problem; I'll make a link on the fly and send it to him so we can solve it!</i>
<b>Hedonic</b>	-2



<b>Eudaimonic</b>	-1
<b>Social well-being</b>	0
<b>Overall comment on the fields involved</b>	<i>Very empathetic response, but you did not give the opportunity to help the colleague learn but only to solve the problem effectively.</i>

<b>Option 4</b>	<i>Jim are you sure you did?! Now we'll immediately call the teacher on the phone and tell him we're late.</i>
<b>Hedonic</b>	-1
<b>Eudaimonic</b>	-1
<b>Social well-being</b>	-2
<b>Overall comment on the fields involved</b>	<i>Non-empathetic answer. But you understood and helped in improving his digital skills.</i>

## Step 2

Skill	Yes	No	If yes which areas
Digital	X		Safety: protecting personal data and privacy
Entrepreneurial		X	
Life		X	

### Step 2– The emerged issue

During the discussion, the professor sends his CV to you and Jim which is needed for the ethics committee of the paper, as he will appear as Principal Investigator. The professor asks to be able to add a doctoral student from your group to do the data analysis and says he has his email and to pass it on to the doctoral student. How do you send him the information?

<b>Option 1</b>	<i>I send him my CV directly; the email is there!</i>
<b>Hedonic</b>	+1
<b>Eudaimonic</b>	-1
<b>Social well-being</b>	0
<b>Overall comment on the fields involved</b>	<i>The solution is very quick and not very tiring, but by giving the CV you are also sending the doctoral student the professor's address and his telephone number, violating his privacy.</i>

<b>Option 2</b>	<i>I forward the CV to him by forwarding it to the mail of the lab</i>
<b>Hedonic</b>	+1
<b>Eudaimonic</b>	-2
<b>Social well-being</b>	0
<b>Overall comment on the fields involved</b>	<i>The solution is effective, but you gave the professor's email to all group participants, this was not foreseen by the professor originally.</i>

<b>Option 3</b>	<i>I'll call him on the phone for email details.</i>
<b>Hedonic</b>	-1
<b>Eudaimonic</b>	+1
<b>Social well-being</b>	+1
<b>Overall comment on the fields involved</b>	<i>The solution is good from the point of view of privacy although more tiring, because you do not share your email with third parties and it will only be received by the doctoral student in question.</i>



<b>Option 4</b>	<i>I don't tell to my PhD student to guarantee the professor's privacy but I will do the data analysis by myself</i>
<b>Hedonic</b>	-2
<b>Eudaimonic</b>	+2
<b>Social well-being</b>	0
<b>Overall comment on the fields involved</b>	<i>Solution that guarantees privacy but puts you at risk of working too much. You can share your phone number without privacy risks.</i>

## Step 3

Skill	Yes	No	If yes which areas
Digital		X	
Entrepreneurial		X	
Life	X		Empathy Self-regulation: Understanding and regulating personal emotions, thoughts, and behaviour, including stress response

### Step 3 – The emerged issue

*In the midst of the discussion on the order of names in the final paper, Tommy calls you with broad nods from the kitchen to get your attention. You don't understand what he's saying. But he wants to tell you something and he holds up a fork with something good for you to taste. This is making you nervous and you've lost the teacher who asked you a question directly. Did you only understand "Bzbzbbzbzbzbzbzb and therefore the data bzbzbbzbzbzbzbzb of the Gaussian?" What are you doing?*

<b>Option 1</b>	<i>I'm working, I say we'll talk about it later.</i>
<b>Hedonic</b>	-1
<b>Eudaimonic</b>	+1
<b>Social well-being</b>	-2
<b>Overall comment on the fields involved</b>	<i>You didn't use empathy towards Tommy, but at the same time you managed to not accept immediate gratification and manage the situation.</i>

<b>Option 2</b>	<i>I must close the call, my emotions are important, Tommy is my priority</i>
<b>Hedonic</b>	+2
<b>Eudaimonic</b>	-1
<b>Social well-being</b>	+1
<b>Overall comment on the fields involved</b>	<i>You were very empathetic towards Tommy and understood your emotions, but did not think about the immediate consequences and without thinking of a compromise solution</i>

<b>Option 3</b>	<i>I have to understand my anxiety: I mute the microphone, turn off the webcam and talk to Tommy for a moment, making it clear that I have to hurry, then I'll apologize to the teacher.</i>
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<b>Hedonic</b>	0
<b>Eudaimonic</b>	-1
<b>Social well-being</b>	0
<b>Overall comment on the fields involved</b>	<i>You were empathetic with Tommy, finding a solution in which you were able to self-regulate, understanding your emotion.</i>

<b>Option 4</b>	<i>I say on the call that I have to answer my husband and for this reason I leave for a moment.</i>
<b>Hedonic</b>	+1
<b>Eudaimonic</b>	-2
<b>Social well-being</b>	+1
<b>Overall comment on the fields involved</b>	<i>You want to be empathetic to Tommy while also self-regulating and managing your anxiety.</i>

## Step 4

Skill	Yes	No	If yes which areas
Digital		X	
Entrepreneurial	X		<i>Ethical and sustainability Thinking: Assess the consequences and impact of ideas, opportunities and actions</i>
Life		X	

### Step 4 – The emerged issue

*Towards the end of the call your colleague says: "Let's remember that we have 60 participants, of which 10 must come by car for 50 km. These numbers are just enough to have significant results"*

<b>Option 1</b>	<i>If we have 60 participants everything is ok, let's think about how to pay for the open access of the paper</i>
<b>Hedonic</b>	+1
<b>Eudaimonic</b>	-1
<b>Social well-being</b>	0
<b>Overall comment on the fields involved</b>	<i>The solution is good in the short term, but you easily risk not having a safety margin and therefore puts the study at risk.</i>

<b>Option 2</b>	<i>Let's remove the 10 at risk: in a few days there will be an open day in my department, where I can involve 20 participants even if that day I had to take my son to basketball, but this way we can keep in touch for future studies.</i>
<b>Hedonic</b>	-2
<b>Eudaimonic</b>	+1
<b>Social well-being</b>	-1
<b>Overall comment on the fields involved</b>	<i>The solution will take quite a bit of effort but is sustainable from an environmental point of view, reducing pollution and with a long-term strategy.</i>

<b>Option 3</b>	<i>We send an email to all our students and see if anyone is interested.</i>
<b>Hedonic</b>	-1
<b>Eudaimonic</b>	+1
<b>Social well-being</b>	0



<b>Overall comment on the fields involved</b>	<i>The solution is only interlocutory, in all likelihood it will bear negligible fruit with a limited expenditure of energy, but there is no thought of sustainability</i>
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<b>Option 4</b>	<i>We must enlarge the numbers, any suggestions?</i>
<b>Hedonic</b>	+1
<b>Eudaimonic</b>	-1
<b>Social well-being</b>	-2
<b>Overall comment on the fields involved</b>	<i>The solution is good to give the tasks for the other participants, but it burdens them and decrease your social well-being.</i>

## Step 5

Skill	Yes	No	If yes which areas
<b>Digital</b>		X	
<b>Entrepreneurial</b>		X	
<b>Life</b>	X		Empathy

### Step 5 – The emerged issue

*It lasts two minutes to the original schedule time for the call. At home the meal is almost ready and there is an argument that it is still open. What do you say?*

<b>Option 1</b>	<i>Great! We have two minutes left. We have only an open issue. I will recap it in an email, I don't want to abuse the professor's patience.</i>
<b>Hedonic</b>	+1
<b>Eudaimonic</b>	-1
<b>Social well-being</b>	0
<b>Overall comment on the fields involved</b>	<i>The choice is fair, but you need to perform extra work shortly and you do not close all the open topics.</i>

<b>Option 2</b>	<i>Oh damn! We have two minutes. I propose to open a new link to fix the last issue we need to cover.</i>
<b>Hedonic</b>	-1
<b>Eudaimonic</b>	+1
<b>Social well-being</b>	-1



<b>Overall comment on the fields involved</b>	<i>Here you are focused on the work tasks but you are not evaluating if the other members are tired or not, or they need a break.</i>
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<b>Option 3</b>	<i>There are two minutes left. What do you want to do? Do you prefer to continue solving the last point or do we postpone the call?</i>
<b>Hedonic</b>	<i>0</i>
<b>Eudaimonic</b>	<i>+1</i>
<b>Social well-being</b>	<i>+1</i>
<b>Overall comment on the fields involved</b>	<i>You are involving the other participants proposing a sharing decision on the topic.</i>

<b>Option 4</b>	<i>What is the next step?</i>
<b>Hedonic</b>	<i>+1</i>
<b>Eudaimonic</b>	<i>-1</i>
<b>Social well-being</b>	<i>-1</i>
<b>Overall comment on the fields involved</b>	<i>Avoiding and hiding the interruption of the call probably relaxes you but places you in a position of dishonesty.</i>



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## Annex VI: Quality Assurance



## Annex VII: Signatures



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NAMES	ORGANIZATION	SIGNATURE
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