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**Faculty Training Workshop for Entrepreneurial Coaching of Non-Partner Universities
under Work Package 6 of the TAKEUP Project
Organized by COMSATS University Islamabad, Lahore Campus
November 8 and 16, 2023**

Post-Event Report

(by Muhammad Ahmed Farooqui, Coordinator TAKEUP, CUI, Lahore)

Introduction

Under the provision of Work Packages 5 and 6 (WP-5 and WP-6) of the TAKEUP Project, a training workshop was organized for the purpose of promoting and enhancing entrepreneurial coaching. Faculty members of the universities in Lahore that are not part of the TAKEUP Project were the target audience. This report summarizes the activities carried out during the Training Workshop and the post-event evaluation of the training sessions.

Objectives

To equip participants with the knowledge and skills required to train other coaches in entrepreneurial coaching under WP-5 and WP-6.

Scope

The internationally developed certificate aims to impart training using training materials developed under the TAKEUP Project for entrepreneurship coaches and enhance the impact, visibility, and sustainability of the project.

Management Committee

The following Management Committee was assigned the task to plan, organize and conduct the Workshop:

1. Professor Dr Muhammad Ahmed Farooqui, Coordinator TAKEUP Project. Convener
2. Mr. Ghulam Jilani, SCO, and Manager TAKEUP Project Member
3. Dr Imran Haider Naqvi, Certified Entrepreneurial Coach, TAKEUP Project Member

Dissemination of the Event

The event was disseminated through a letter and a comprehensive brochure to the Rectors/Vice Chancellors of the following twenty-seven public and private sector universities in Lahore. Each university was requested to nominate two early career faculty members for the training workshop.

1. Beaconhouse National University, Lahore
2. Forman Christian College, Ferozpur Road, Lahore
3. Hajvery University, Lahore

4. Imperial College of Business Studies, Lahore
5. Information Technology University, Lahore
6. Kinnaird College for Women Lahore
7. Lahore College for Women University, Lahore
8. Lahore Garrison University, Lahore
9. Lahore Leads University, Lahore
10. Minhaj University, Lahore
11. Nur International University
12. Pakistan Institute of Fashion Design, Lahore
13. Punjab Tianjin University of Technology, Lahore
14. Qarshi University, Lahore
15. Green International University, Lahore
16. Superior University, Lahore
17. University of Central Punjab, Lahore
18. University of Education, Lahore
19. University of Engineering and Technology, Lahore
20. University of Lahore, Lahore
21. University of Management and Technology, Lahore
22. University of South Asia, Lahore
23. University of the Punjab, Lahore
24. Fatima Jinnah Medical University, Lahore
25. University of Health Sciences, Lahore
26. University of Veterinary and Animal Sciences, Lahore
27. King Edward Medical University, Lahore

The letter and the brochure is attached as **Annexure-A** and **Annexure-B**

Registration of Participants

In response to the letters, the following twenty-six faculty members from eight universities registered online for the Workshop. After careful evaluation of the applicants, the Management Committee decided to accept the nominations of twenty-three applicants. The remaining three participants did not meet the eligibility criteria.

	Name	University/ Institute	Gender	Designation	Department/ School/Centre
1	Dr Maliha Uroos	University of the Punjab	Female	Associate Professor	Chemistry
2	Syeda Nayab Batool Rizvi		Female	Associate Professor	Chemistry
3	Dr. Shinawar Waseem Ali		Male	Associate Professor	Food Sciences
4	Dr. Nazim Hussain		Male	Assistant Professor	Applied Molecular Biology
5	Dr. Muhammad Usman Ghani		Male	Assistant Professor	Applied Molecular Biology

6	Dr. Shoomaila Imran		Female	Assistant Professor	Physical Sciences
7	Dr. Muhammad Irfan ul Haq		Male	Assistant Professor	Punjabi & Cultural Studies
8	Dr. Mian Muhammad Muabsher		Male	Assistant Professor	Computing and Information Technology
9	Dr Syed Muhammad Faheem Ahmad	University of Veterinary and Animal Sciences	Male	Lecturer	Small Animal Clinical Sciences
10	Dr. Ghulam Mustafa		Male	Lecturer	Pathology
11	Dr. Ghazanfar Ali Chishti		Male	Lecturer	Animal Nutrition
12	Mr. Rizwan Hafeez		Male	Lecturer	Pharmaceutical Sciences
12	Dr. Haris Mehmood	Information Technology University	Male	Assistant Professor	Electrical Engineering
14	Dr. Haris Khan		Male	Assistant Professor	Economics
15	Ms. Yousra Jamil		Female	Lecturer	Economics
16	Dr. Fareena Ahmad	University of Health Sciences Lahore	Female	Lecturer	Physiology
17	Ms. Maham Javed		Female	Lecturer	Histopathology
18	Dr. Muhammad Tahir	University of Management and Technology	Male	Assistant Professor	Physics
19	Mr. Muhammad Asif Subhani		Male	Assistant Professor	Software Engineering
20	Ms. Sabiyah Sabir	Qarshi University	Female	Lecturer	Computer Science
21	Mr. Shavez Mushtaq Qureshi		Male	Lecturer	Computer Science
22	Mr. Muhammad Naveed Aasim	Beaconhouse National University	Male	Lecturer	Journalism
23	Ms. Warda Shah		Female	Lecturer	Journalism
24	Dr. Amad Saeed	Ripha International University	Male	Assistant Professor	Business and Management
25	Arslan Aslam	University of the Punjab	Male	Research Officer	Institute of Quality & Technology Management,
26	Dr. Fouzia Hadi Ali		Female	Associate Professor	Commerce

Conduction of the Workshop

As planned, the workshop started on 8th November, 2023 . The detailed program of the sessions was shared with the participants and is attached as **Annexure -C**. Out of twenty three participants, only twelve (12) showed up for the sessions on 8th November.

Due to extremely bad air quality, the Government of Punjab closed all educational institutions and offices in Lahore on 9th November. After thorough discussion with the participants, it was decided to postpone the sessions of 9th November till 16th November.

Accordingly, the sessions of the second day of the Workshop were held on 16th November that were attended by fourteen (14) attendees. The attendance of both days is reproduced below and attached as **Annexure-D** and **Annexure-E**

8 th November, 2023	16 th November, 2023
Dr. Nazim Hussain	Dr. Maliha Uroos
Dr. Muhammad Usman Ghani	Dr. Shinawar Waseem Ali
Dr Syed Muhammad Faheem Ahmad	Dr. Nazim Hussain
Dr. Ghulam Mustafa	Dr. Muhammad Usman Ghani
Dr. Ghazanfar Ali Chishti	Dr. Syed Muhammad Faheem Ahmad
Mr. Rizwan Hafeez	Dr. Ghulam Mustafa
Dr. Haris Mehmood	Dr. Ghazanfar Ali Chishti
Dr. Haris Khan	Mr. Rizwan Hafeez
Dr. Fareena Ahmad	Dr. Haris Mehmood
Ms. Maham Javed	Dr. Haris Khan
Mr. Muhammad Asif Subhani	Dr. Fareena Ahmad
Ms. Sabiyah Sabir	Ms. Maham Javed
	Mr. Muhammad Asif Subhani
	Ms. Sabiyah Sabir

Presentations by Master Coaches

The Certified Master Entrepreneurial Coaches from CUI conducted the sessions per program. Due to non-availability of Dr. Naeem Shahzad and Dr Imran Shafiq, after minor time adjustment, Dr Tajammal Hussain and Dr Imran Haider Naqvi conducted the sessions on their behalf respectively. The details of the sessions and their titles are tabulated below, whereas their PPT presentations are attached as **Annexure-F**

Session No	Presenter/Master Coach	Title
Session-0	Dr Muhammad Ahmed Farooqui	Opening Session and Introduction
Session-1	Dr. Usama Ejaz Bajwa	Entrepreneurial Coaching: Process and Skills
Session-2	Dr. Mirza Tariq Hamayun	Entrepreneurship and TAKE UP Project with Reasons to Support Entrepreneurs
Session-3	Dr. Shahzad Khurram	Understanding & Assessment of Current Challenges of Entrepreneurs
Session-4	Dr. Imran Shafique	Tools to Structure Business Ideas: Part-I (GROW Model, Marketing & Supply Chain Mngt.)

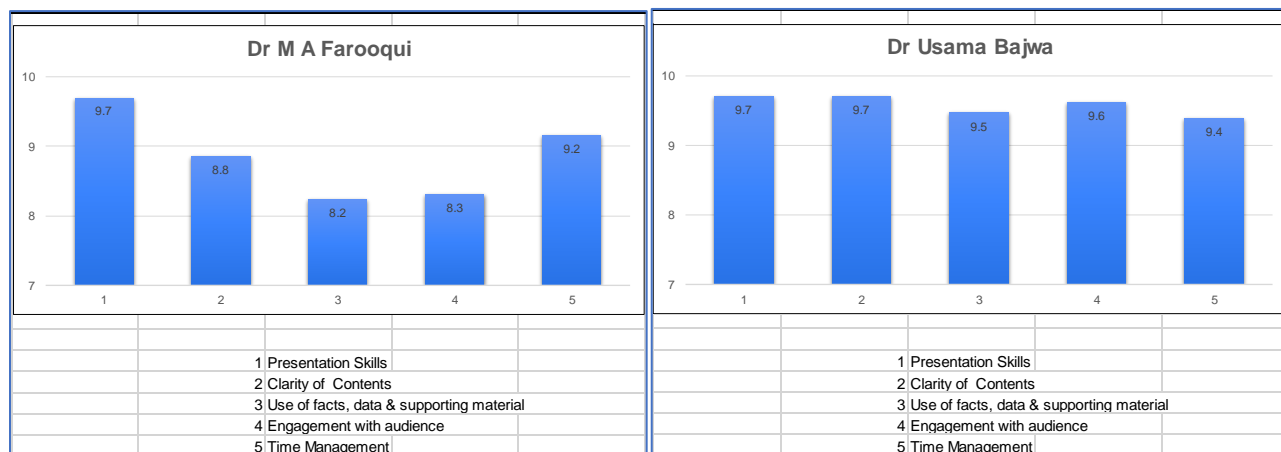
Session-5	Dr. Imran Shafique	Tools to structure Business Ideas: Part-II (Business Model Canvas)
Session-6	Dr. Mirza Tariq Hamayun	Identifying Stressors and Resources
Session-7	Dr. Syed Imran Haider Naqvi	Project Management Basics
Session-8	Ms Theresa Zimmer (University of Saarland Germany) Ms Vasiliki Chronaki (Athens U of Economics and Business)	European Perspective of Project TAKEUP and Entrepreneurial Coaching
Session-9	Dr. Usama Ejaz Bajwa	Evaluating Business Ideas
Session-10	Dr. Tajammal Hussain	Communication and Listening Skills
Session-11	Dr. Tajammal Hussain	Understanding Entrepreneurial Teams
Session-12	Dr. Shahzad Khurram	Own Identity as Entrepreneurial Coach
Session-13	Dr. Syed Imran Haider Naqvi	Legal Business Entities & IPRs in Pakistan
Session-14	Dr. Sued Imran Haider Naqvi	Conflict Management
Session-15	Dr. Usama Ejaz Bajwa	Govt's Initiatives/Projects for the Promotion of Entrepreneurship (Plan 9, Plan X, Ignite, NRPU & GCF)
Session-16	Dr. Muhammad Ahmed Farooqui	Conclusions and Way Forward

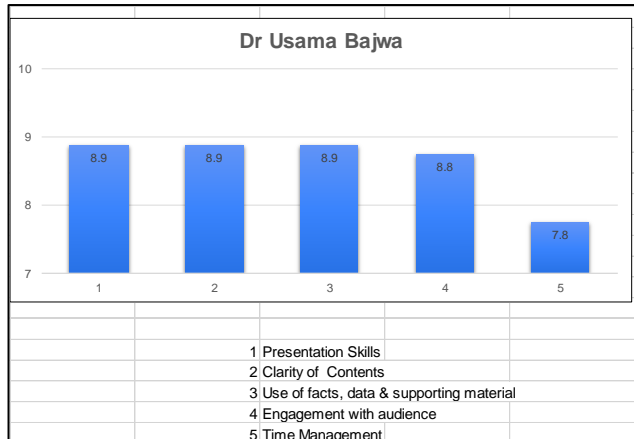
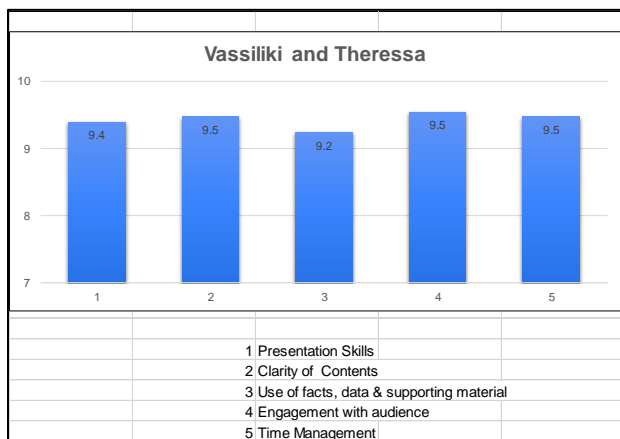
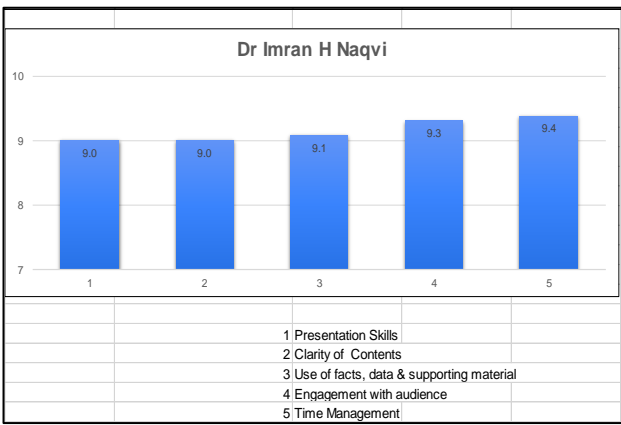
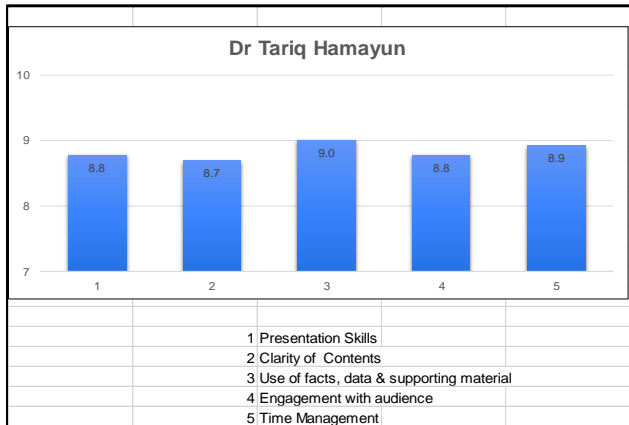
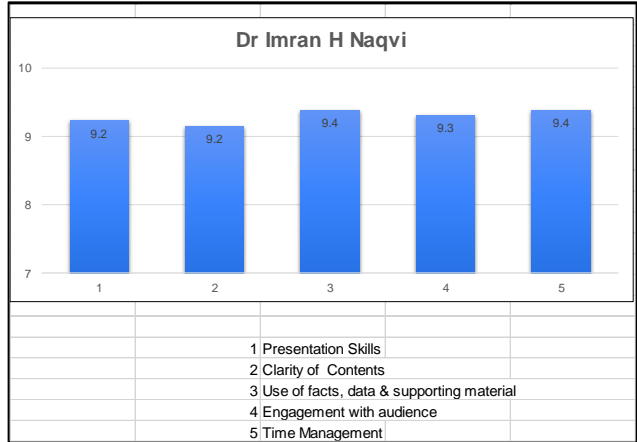
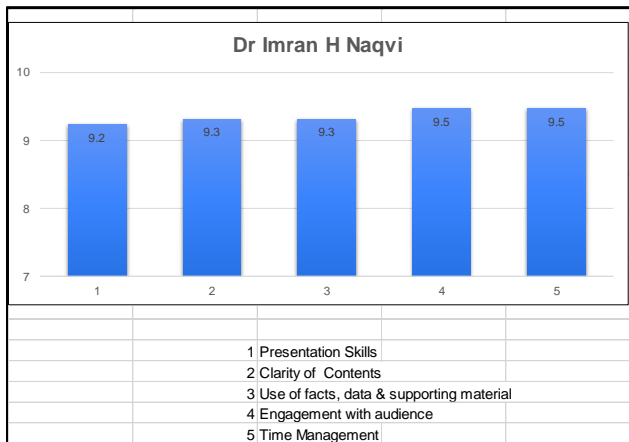
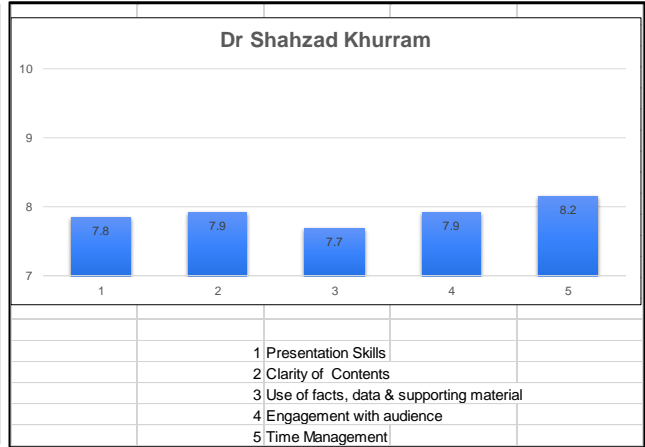
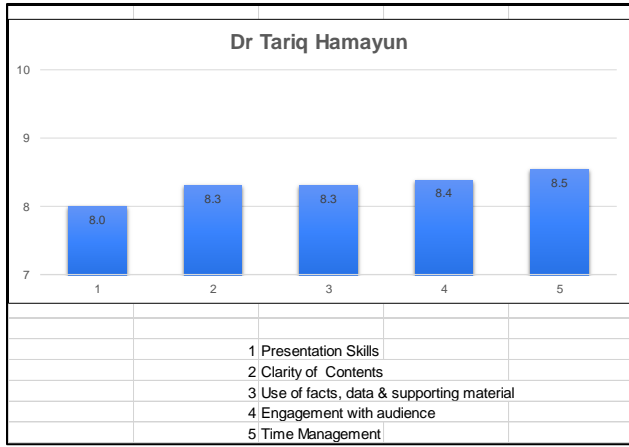
Evaluation of the Workshop and Individual Sessions

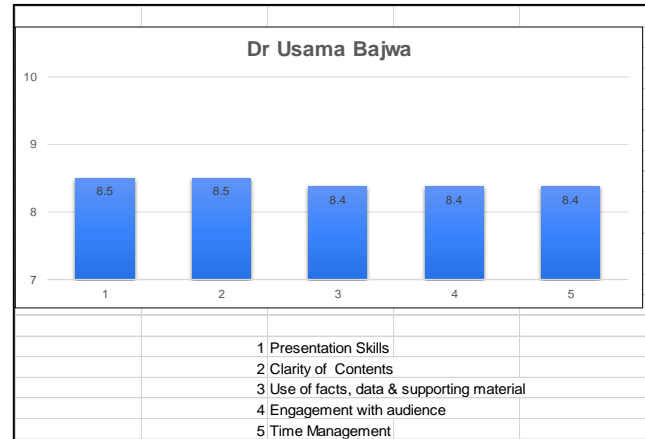
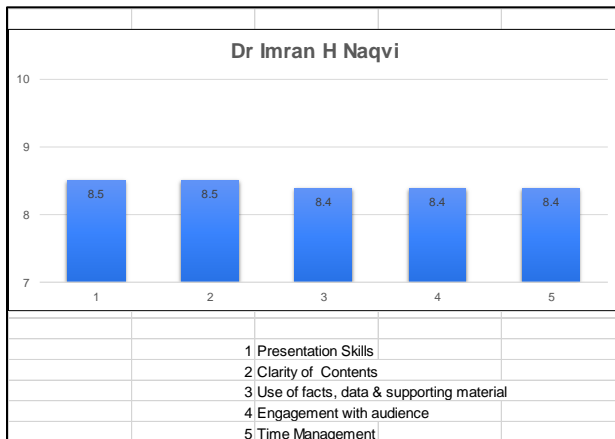
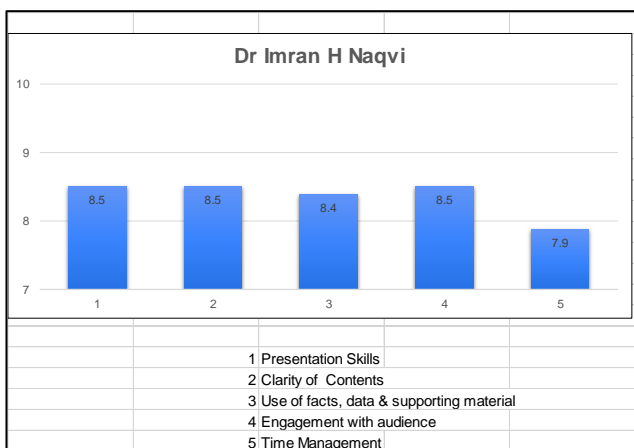
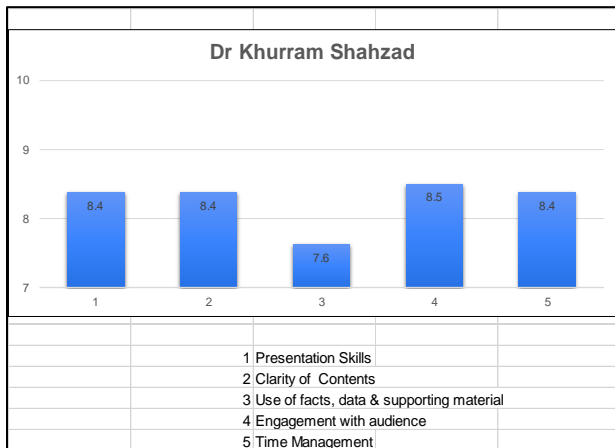
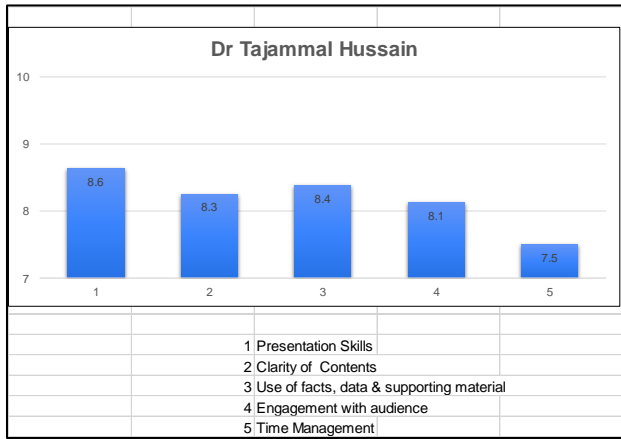
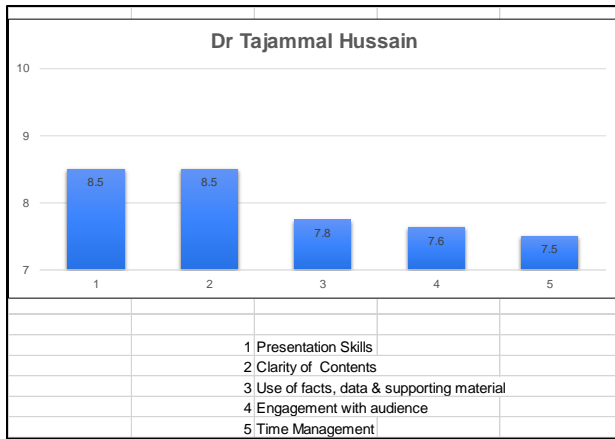
The post-event evaluation of the workshop and individual sessions were carried out via google form. Almost all the participants evaluated the individual sessions. Similarly the participants provided their feedback also about the overall impact of the Workshop. The parameters used for the evaluation are placed at **Annexure-G** (Individual Sessions) and **Annexure-H** (Workshop overall).

(A) Evaluation of Individual Sessions

The feedback received from the participants for each training session are placed below as self-explanatory bar graphs

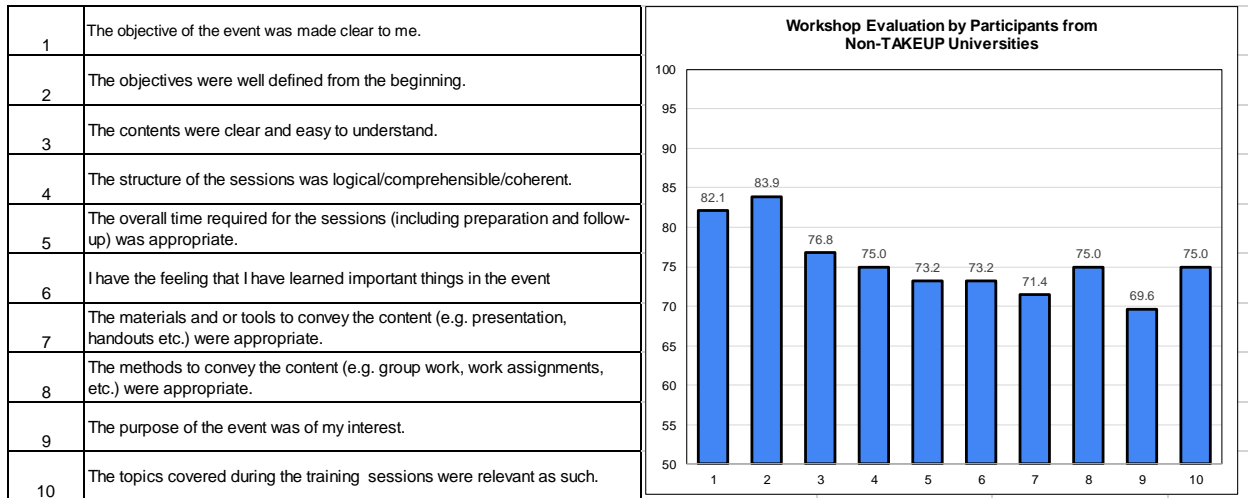






(B) Over-all Evaluation of the Workshop

In the Overall evaluation, participants were asked to express their satisfaction on ten parameters. The average response of the participants are presented below as bar graphs.



Closing Ceremony and the Distribution of Certificates

On the last day of the Workshop, Professor Dr. Muhammad Ahmed Farooqui, conducted a concluding session. He addressed the questions of the participants and explained the way forward for the continuation of Entrepreneurial Coaching.

The participants showed interest in continuing to communicate with each other through an already created social media group. Dr Farooqui informed participants that all the PPT presentations and other related material of the training sessions will be uploaded on the takeup.eu website for their use and further dissemination.

In addition, the participants were offered to sign an Institutional level MoU with COMSATS University Islamabad, for the promotion of entrepreneurial culture in their respective universities. For this purpose, a draft MoU will be sent shortly to all the participants. Once MoU is signed, all the facilities and expertise that CUI has acquired during TAKEUP project will be made available for use and dissemination to the MoU signatories. The draft MoU is attached as **Annexure-I**

At the end of the workshop, certificates were awarded to the participants. The sample of the certificate is attached as **Annexure-J** whereas the selected photographs of the training sessions are placed at **Annexure-K**.



COMSATS University Islamabad, Lahore Campus
Transforming Academic Knowledge to Develop Entrepreneurial Universities in Pakistan
(TAKEUP)

9th October 2023

Subject: Training of Faculty Members for Developing Skills to Inculcate Entrepreneurial Culture in Universities of Pakistan under TAKEUP Project

Respected Vice Chancellor/Rector

I hope this finds you in good health and spirits. Promoting entrepreneurial culture in academia has become a global phenomenon and recently HEC has also recently issued a revised policy for its adoption. To become part of this phenomenon, TAKEUP project, which is a joint venture of a consortium of two European and four Pakistani universities, was initiated in February 2020. Funds for this project are provided by the European Union under Erasmus+ Program of Capacity Building in Higher Education. COMSATS University Islamabad (CUI), Lahore Campus is part of this consortium.

Skill development for entrepreneurial coaching is an essential component of the TAKEUP project. COMSATS University Islamabad (CUI), Lahore Campus is going to organize a training workshop to develop or refine entrepreneurial coaching skills in faculty members. The training sessions will be conducted by TAKEUP – EU Certified Entrepreneurial Coaches. It is a free opportunity for faculty members of non-Business/non-Management disciplines to become Certified Entrepreneurial Coach. More details are provided in the attached brochure.

I, therefore, request you to please nominate a **maximum of two (2)** faculty members from your institution keeping in view the following criteria:

- a) An early career faculty member (Lecturer or Assistant Professor),
- b) Interested in entrepreneurial coaching, and
- c) Do not have a degree in Business/Management Studies.

The nominees are required to fill the online registration form latest by 16th October 2023 (4:30 PM) using the following link:

<https://forms.gle/rFRVqpVyF2UbmqEGA>

TA/DA shall not be the liability of CUI/TAKEUP project.

I look forward to receiving your nominations and welcoming them to the Training Workshop.

Yours Truly

Professor Dr. Muhammad Ahmed Farooqui
 Project Coordinator
 TAKEUP Project, CUI, Lahore Campus

Rector
 Beaconhouse National University,
 Near Adda Plot, Off Raiwind Road
 Lahore (042) 38100156

Faculty Training Workshop for Entrepreneurial Coaching under TAKEUP, 8&16 Nov 2023

TAKEUP



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ANNEXURE-B



Transforming Academic Knowledge to Develop Entrepreneurial Universities in Pakistan

TAKEUP Project- Introduction

Global paradigm for evolution of universities includes promotion of entrepreneurial culture among students, academic staff, and researchers. The development of Entrepreneurial Universities is the goal of TAKEUP, which is a joint project of a consortium of two European and four Pakistani universities. The TAKEUP Project was conceived and initiated in February 2019 by University of Saarland (Germany) in collaboration with Universities in Pakistan and Europe. The project was approved by the European Union (EU) in January 2020 with funding of one Million Euros under Erasmus+ Program of Capacity Building in Higher Education. The project spans three years and has been divided into ten work-packages.

The work packages are aimed to enable four partner Pakistani Universities to start transforming into Innovative entrepreneurial universities by promoting a culture of entrepreneurship through training of the faculty /staff and motivating students and researchers to become entrepreneurs. Cornerstone of TAKEUP is the establishment of Fabrication Laboratories (FabLabs) at Pakistani universities as physical spaces and equipment for innovation and prototyping. It also involves the initiation of specially designed courses on prototyping and entrepreneurship for students, faculty, and researchers.

Objectives of TAKEUP Project

To develop entrepreneurial mindset at partner Pakistani universities through curriculum development, teaching and training of faculty and students for transforming them into "Entrepreneurial Universities". Four domains of work packages to achieve the objective:

1. Assessment and comparison of EU and Pakistani Universities
2. Designing entrepreneurship content and activities in Pakistani context
3. Training entrepreneurial coaches and
4. Establishing a network of trained & certified startup consultants

Structure of TAKEUP: 10 Work Packages (WP)

- WP-1. Kick-Off and Self-Assessment
- WP-2. Strategic Action Planning
- WP-3. Development of FabLabs at Pakistani partner universities
- WP-4. Development of locally relevant training and teaching material for developing entrepreneurial skills in students.
- WP-5. Professionalizing entrepreneurial coaching
- WP-6. Training and certifying entrepreneurial coaches in Pakistan (Train-the-Trainer)
- WP-7. Establishing TAKEUP network
- WP-8. Dissemination and exploitation of the results/outcome
- WP-9. Quality Management
- WP-10. Sustainable Project Management

Duration of TAKEUP Project Jan 2020-Jan2024

European Partner Universities

1. University of Saarland (UdS), Saarbrücken, Germany
2. Athens University of Economics and Business (AUEB), Athens, Greece

Pakistani Partner Universities

1. COMSATS University Isb (CUI), Lahore Campus
2. Government College University, (GCU) Lahore
3. University of Gujrat, (UoG) Gujrat
4. Lahore University of Management Sciences, (LUMS) Lahore

Training of Entrepreneurial Coaches

Objective

To equip participants with the knowledge and skills required to train other coaches in entrepreneurial coaching under WP-5 and WP-6

Scope

The internationally developed certificate aims to impart training using training materials developed under the TAKEUP Project for entrepreneurship coaches and enhance the impact, visibility, and sustainability of the project.

Certification Process for Certified Entrepreneurial Coaches

Step-1: Get Trained

To become a Certified Entrepreneurial Coach, participants must complete a five-day training program to be delivered by the trained coaches on various aspects of entrepreneurial coaching.

Step-2: Coaching Sessions with students

Upon completion of the training program, participants will conduct at least 10 coaching sessions with students who are interested in starting a business.

Step-3: Training Sessions for Faculty and Colleagues

Deliver at least two complete TAKE-UP trainings for training other entrepreneurial coaches (2 sessions of 5-days each) with at least 10 participants per session.

Step-4: Log Sheets and Report Writing

Write a comprehensive report covering all activities performed from Step-1 to Step-3

Faculty Training for Entrepreneurial Coaching COMSATS University Islamabad, Lahore Campus November 8-9, 2023

Day-1: Wednesday 08 Nov		Day-2: Thursday 09 Nov	
9:00 AM Session 00	Opening Session and Introduction Dr. Muhammad Ahmed Farooqui	9:00 AM Session n09	Evaluating Business Ideas Dr. Usama Bajwa
9:20 AM Session 01	Entrepreneurial Coaching: Process and Skills Dr. Usama Bajwa	9:45 AM Session 10	Communication and Listening Skills Dr. Naeem Shahzad Dr. Tajammal Hussain
10:05 AM Session 02	Entrepreneurship and TAKE UP Project with Reasons to Support Entrepreneurs Dr. Tariq Hamayun	11:30 AM Session 11	Understanding Entrepreneurial Teams Dr. Naeem Shahzad Dr. Tajammal Hussain
10:50 AM Session 03	Understanding & Assessment of Current Challenges of Entrepreneurs Dr. Shahzad Khurram	Break 11:15 AM	
Break 11:35 AM		11:35 AM Session 12	Own Identity as Entrepreneurial Coach Dr. Shahzad Khurram
11:55 AM Session 04	Tools to Structure Business Ideas: Part-I (GROW Model, Marketing & Supply Chain Management) Dr. Imran Shafique Dr. Imran Naqvi	12:20 PM Session n13	Legal Business Entities & IPRs in Pakistan Dr. Imran Naqvi
12:40 PM Session 05	Tools to structure Business Ideas: Part-II (Business Model Canvas) Dr. Imran Shafique Dr. Imran Naqvi	Lunch and Prayers Break 01:05 PM	
Lunch and Prayers Break 01:15 PM		02:15 PM Session 14	Conflict Management Dr. Imran Naqvi
02:15 PM Session 06	Project Management Basics Dr. Imran Naqvi	03:00 PM Session n15	Govt of Pakistan's Initiatives / Projects for the promotion of Entrepreneurship (Plan 9, Plan X, Ignite, NRPU & GCF) Dr. Usama Bajwa
03:00 PM Session 07	Identifying Stressors and Resources Dr. Tariq Hamayun	03:45 PM Session	Conclusions and Way Forward Dr. Muhammad Ahmed Farooqui
03:45 PM Session 08	European Perspective of Project TAKEUP Ms. Theresa Zimmer University of Saarland Germany	Closing Session	
		04:00 PM	Certificate Distribution and Group Photo

Certified Entrepreneurial Coaches CUI, Lahore Campus

Dr. Usama Ijaz Bajwa Associate Prof., Computer Science
 Dr. Mirza Tariq Hamayun Associate Prof., Electrical & Computer Engineering
 Dr. Naeem Shahzad Asso Prof. Electrical & Com. Engg.
 Dr. Imran Haider Naqvi, Sr Manager HR /Associate Prof. Management Sc.
 Dr. Shahzad Khurram Associate Prof., Chemical Engineering
 Dr. Imran Shafiq Assistant Professor, Management Sciences

CONTACTS

Dr. Muhammad Ahmed Farooqui
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farooqui@cuilahore.edu.pk
mafarooqui1061@gmail.com

Dr. Syed Imran Haider Naqvi
 Sr Manager, HR,
drimranhaider@cuilahore.edu.pk

Mr. Ghulam Jilani, Sr. Coord. Admin
 Officer TAKEUP
ghulamjilani@cuilahore.edu.pk

042 99204788

UAN 042 111 001 007

Website <https://takeup.eu/>

Link for Registration

<https://forms.gle/rFRVqpVyF2UbmqEGA>

Last Date of Registration

16th October 2023, 4:30 PM



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Transforming Academic Knowledge to Develop Entrepreneurial Universities in Pakistan (TAKEUP)

Training Workshop for Entrepreneurial Coaching

COMSATS University Islamabad, Lahore Campus

November 8-9, 2023

Day-1 - Wednesday	Day-2 - Thursday
Opening Session and Introduction 9:00 AM Dr Muhammad Ahmed Farooqui Project Coordinator TAKE UP	Session-9 9:00 AM Evaluating Business Ideas Dr. Usama Bajwa
Session-1 9:20 AM Entrepreneurial Coaching: Process and Skills Dr. Usama Bajwa	Session-10 9:45 AM Communication and Listening Skills Dr. Tajammal Hussain
Session-2 10:05 AM Entrepreneurship and TAKE UP Project with Reasons to Support Entrepreneurs Dr. Tariq Hamayun	Session-11 10:30 AM Understanding Entrepreneurial Teams Dr. Tajammal Hussain
Session-3 10:50 AM Understanding & Assessment of Current Challenges of Entrepreneurs Dr. Shahzad Khurram	Break 11:15 AM
Break 11:35 AM	Session-12 11:35 AM Own Identity as Entrepreneurial Coach Dr. Shahzad Khurram
Session-4 11:55 AM Tools to Structure Business Ideas: Part-I (GROW Model, Marketing & Supply Chain Mngt.) Dr. Imran Shafique	Session-13 12:20 PM Legal Business Entities & IPRs in Pakistan Dr. Imran Naqvi
Session-5 12:40 PM Tools to structure Business Ideas: Part-II (Business Model Canvas) Dr. Imran Shafique	Lunch and Prayers Break 1:05 PM
Lunch and Prayers Break 1:15 PM	Session-14 2:15 PM Conflict Management Dr. Imran Naqvi
Session-6 2:15 PM Identifying Stressors and Resources Dr. Tariq Hamayun	Session-15 3:00 PM Govt's Initiatives/Projects for the Promotion of Entrepreneurship (Plan 9, Plan X, Ignite, NRPU & GCF) Dr. Usama Bajwa
Session-7 3:00 PM Project Management Basics Dr. Imran Naqvi	Session-16 3:45 PM Conclusions and Way Forward Dr. Muhammad Ahmed Farooqui
Session-8 3:45 PM European Perspective of Project TAKEUP and Entrepreneurial Coaching Ms Theresa Zimmer (Univ. of Saarland Germany) Ms Vasiliki Chronaki (Athens U of Econ. & Business)	Closing Session 4:00 PM Certificate Distribution and Group Photo



COMSATS University Islamabad, Lahore Campus
Transforming Academic Knowledge to Develop Entrepreneurial University in Pakistan (TAKEUP)
Training Workshop for Entrepreneurial Coaching
under WP 6.4 of the TAKEUP Project
8-9 November 2023

Attendance of Training Sessions

Please sign for each attended session.

Sr#	Name	Session 0 – 19:00 AM Introduction: Entrepreneurship and TAKEUP Project Dr. Muhammad Ahmed Farooqui	Session-1 9:20 AM Entrepreneurial Coaching: Process and Skills Dr. Usama Bajwa	Session-2 10:05 AM Entrepreneurship and TAKEUP Project with Reasons to Support Entrepreneurs Dr. Tariq Hamayun	Session-3 10:50 AM Understanding & Assessment of Current Challenges of Entrepreneurs Dr. Shahzad Khurram	Session-4 11:55 AM Tools to Structure Business Ideas: Part-I (GROW Model, Marketing & Supply Chain Mngt.) Dr. Imran Haider Naqvi	Session-5 12:40 PM Tools to structure Business Ideas: Part-II (Business Model Canvas) Dr Imran Haider Naqvi	Session-6 2:15 PM Identifying Stressors and Resources Dr. Tariq Hamayun	Session-7 3:00 PM Project Management Basics Dr. Imran Haider Naqvi	Session-8 3:45 PM European Perspective of Project TAKEUP and Entrepreneurial Coaching Ms Theresa Zimmer Ms. Vasiliki Chronaki
1	Guulam Jilani									
2	M. Asif Subhani									

4	Dr. M Usman Ghani									
	Ms. Sabiqah Sabir									
5	DR. Nazim Hussain									
6	DR. Maham Javed									
7	Dr. Ghulam Mustafa									
8	Dr Syed M. Faeem Ahmad.									
9	Ms. Rizwan Hafeez DCP- Lahore									

10	Dr. Gheezanfar aei Chishti								
11	Dr. Haris Mehmood (ITU Lhr)								
12	Dr. HARIS KHAN (ITU LHR)								
13	Dr. Fareena Ahmad (UHS Lahore)								
14									
15									
16									



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COMSATS University Islamabad, Lahore Campus
Transforming Academic Knowledge to Develop Entrepreneurial University in Pakistan (TAKEUP)

Training Workshop for Entrepreneurial Coaching

under WP 6.4 of the TAKEUP Project

16th November 2023

Attendance of Training Sessions

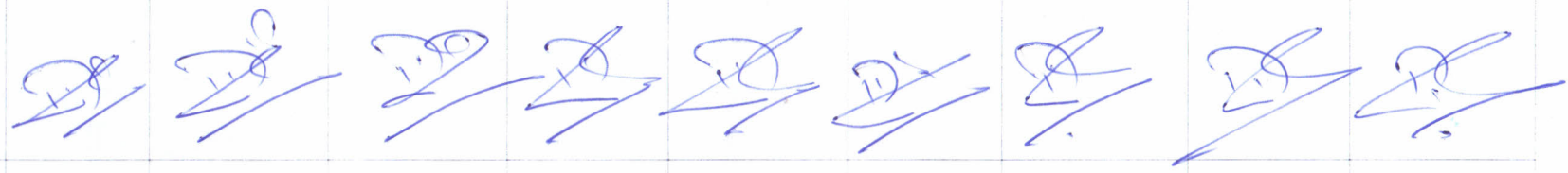
Please sign for each attended session.

Sr#	Name	Session-09 9:00 AM Dr. Usama Bajwa	Session-10 9:45 AM Dr. Tajjamal Hussain	Session-11 11:30 AM Dr. Tajjamal Hussain	Session-12 11:35 AM Dr. Shahzad Khurram	Session-13 12:20 PM Dr. Imran Haider	Session-14 2:15 PM Dr. Imran Haider Naqvi	Session-15 3:00 PM Dr. Usama Bajwa	Session-16 3:45 PM Dr. Muhamad Ahemd Farooqui
1	Dr. Maham Javed								
2	Dr. Fareena Ahmad								
3	Dr. Ghazafar Ali Chishty								

4	Dr. Syed Muhammad Fakhrul UVA S								
5	Dr. Ghulam Mustafa UVA S								
6	Dr. Haris Mehmood ITU								
7	Dr. M. U. Ghani								
8	DR. Nagim Hussain CAMP, PU								
9	Dr. SHANAWAR WASSEM ALI FOOD SCIENCES PUNJAB UNIVERSITY								
10	Dr. Maliha Uroos School of Chemistry, Punjab University								

10

Rizwan
Hafid
(UCP)



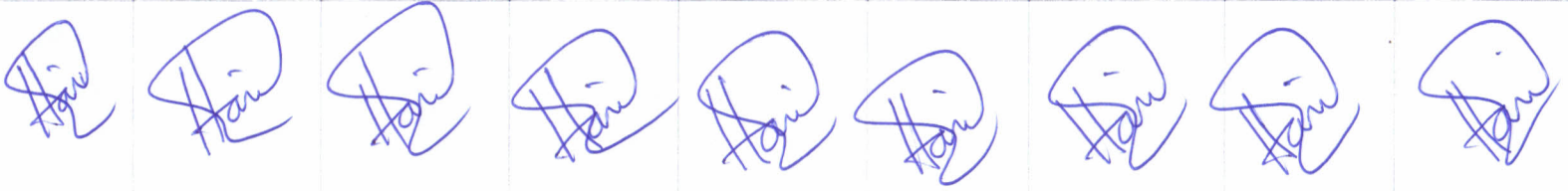
11

Sabiqah
Sabir
(Qashim)



12

Dr. HARI
KHAN
(Information Tech-
nology University)



13

M. Asif
Subhan



14

15

16

**Faculty Training Workshop for Entrepreneurial Coaching of Non-Partner Universities
under Work Package 6 of the TAKEUP Project
Organized by COMSATS University Islamabad, Lahore Campus
November 8 and 16, 2023**

Presentations during the Training Sessions

(Available at <https://takeup.eu> website through following links)

1. TAKEUP and Entrepreneurial Coaching Introduction by MA Farooqui 8Nov2023
<https://takeup.eu/wp-content/uploads/2023/12/01-PPT-1-1-TAKEUP-and-Entrepreneurial-Coaching-Introduction-by-MA-Farooqui-8Nov2023.pdf>

2. Dr. Usama Bajwa: Entrepreneurial Coaching Process and Skills
<https://takeup.eu/wp-content/uploads/2023/12/02-Usama-Bajwa-Entrepreneurial-Coaching-Process-and-Skills-V2.pdf>

3. Dr. Tariq Hamayun: Reasons to Support Entrepreneurs-7th Nov2023
<https://takeup.eu/wp-content/uploads/2023/12/03-Tariq-Hamayun-Reasons-to-Support-Entrepreneurs-7th-Nov2023.pdf>

4. Dr Imran Shafiq: GROW BMC Marketing & SCM
<https://takeup.eu/wp-content/uploads/2023/12/04-11-12-PPT-4-1-and-4-2-GROW-BMC-Marketing-SCM-Dr-Imran-Shafiq.pdf>

5. Dr. Shahzad Khurram Entrepreneurship Challenges
<https://takeup.eu/wp-content/uploads/2023/12/05-Shahzad-Khurram-Entrepreneurship-Challenges-updated.pdf>

6. Dr. Imran Haider Basics of Project Management
<https://takeup.eu/wp-content/uploads/2023/12/06-Imran-Haider-Basics-of-Project-Management-Under-TAKEUP-July-2023.pdf>

- 6a- Dr. Imran-Haider-WBS-1
<https://takeup.eu/wp-content/uploads/2023/12/06a-Imran-Haider-WBS-1.pdf>

7. Dr. Tariq Hamayun: Stressors and Resources
<https://takeup.eu/wp-content/uploads/2023/12/07-Tariq-Hamayun-Stressors-and-Resources-7th-Nov-2023.pdf>

8-Ms. Thressa Zimmer and Ms. Vassiliki Chronaki.pdf

<https://takeup.eu/wp-content/uploads/2023/12/08-Thressa-and-Vasiliki.pdf>

9- Dr. Tajammal-Hussain-COM 1.pdf

https://takeup.eu/wp-content/uploads/2023/12/10-Tajammal-Hussain-COM_1.pdf

10. Dr. Tajammal Hussaiun understanding entrepreneurs teams

<https://takeup.eu/wp-content/uploads/2023/12/11-Tajammal-HUssaiun-understanding-entrepreneurs-teams.pdf>

11. Dr. Shahzad-Khurram-Roe-identification.pdf

<https://takeup.eu/wp-content/uploads/2023/12/12-Shahzad-Khurram-ROle-identification.pdf>

12. Dr. Imran-Haider-Legal-Business-Entities-IP-in-Pakistan

<https://takeup.eu/wp-content/uploads/2023/12/13-Imran-Haider-Legal-Business-Entities-IP-in-PakistanbyDIN.pdf>

13. Dr. Imran Haider- Conflict Management

<https://takeup.eu/wp-content/uploads/2023/12/14-Imran-Haider-Conflict-Management-Under-TAKEUP-July-2023.pdf>

14. Dr. Usama-Bajwa-Evaluating-Business-Ideas

<https://takeup.eu/wp-content/uploads/2023/12/09-Usama-Bajwa-Evaluating-Business-Ideas.pdf>

15. Dr. Usama Bajwa, Govt of Pakistan's Initiatives, Projects for the Promotion of Entrepreneurship

<https://takeup.eu/wp-content/uploads/2023/12/15-Usama-Bajwa-Govt-of-Pakistans-InitiativesProjects-for-the-Promotion-of-Entrepreneurship.pdf>

16. Dr. Muhammad Ahmed Farooqui – Conclusions and Way forward

<https://takeup.eu/wp-content/uploads/2023/12/16-PPT-by-MA-Farooqui-for-TAKEUP-certificate-distribution-16Nov2023.pdf>



COMSATS University Islamabad, Lahore Campus
Transforming Academic Knowledge to Develop Entrepreneurial University in Pakistan (TAKEUP)
Training Workshop for Entrepreneurial Coaching
under WP 6.4 of the TAKEUP Project
8-9 November 2023

Evaluation of Training Sessions

Evaluation Parameters: Each training session is to be evaluated on the scale of 1-10; where 1 is “Extremely Poor” and 10 is “Outstanding.”

	Topic of the Session	Presenter	Presentation Skill	Clarity of Contents	Use of facts, data and supporting material	Engagement with audience	Time Management
Day-1 Wednesday 8 November							
0	Session 0 – 9:00 AM Introduction: Entrepreneurship and TAKE UP Project	Dr. Muhammad Ahmed Farooqui					
1	Session-1 9:20 AM Entrepreneurial Coaching: Process and Skills	Dr. Usama Bajwa					
2	Session-2 10:05 AM Entrepreneurship and TAKE UP Project with Reasons to Support Entrepreneurs	Dr. Tariq Hamayun					
3	Session-3 10:50 AM Understanding & Assessment of Current Challenges of Entrepreneurs	Dr. Shahzad Khurram					
4	Session-4 11:55 AM Tools to Structure Business Ideas: Part-I (GROW Model, Marketing & Supply Chain Mngt.)	Dr. Imran Haider Naqvi					

5	Session-5 12:40 PM Tools to structure Business Ideas: Part-II (Business Model Canvas)	Dr Imran Haider Naqvi					
6	Session-6 2:15 PM Identifying Stressors and Resources	Dr. Tariq Hamayun					
7	Session-7 3:00 PM Project Management Basics	Dr. Imran Haider Naqvi					
8	Session-8 3:45 PM European Perspective of Project TAKEUP and Entrepreneurial Coaching	Ms Theresa Zimmer Ms.Vasiliki Chronaki					
Day-2 Thursday 9 November							
9	Session-9 9:00 AM Evaluating Business Ideas	Dr. Usama Bajwa					
10	Session-10 9:45 AM Communication and Listening Skills	Dr. Tajammal Hussain					
11	Session-11 10:30 AM Understanding Entrepreneurial Teams	Dr. Tajammal Hussain					
12	Session-12 11:35 AM Own Identity as Entrepreneurial Coach	Dr. Shahzad Khurram					
13	Session-13 12:20 PM Legal Business Entities & IPRs in Pakistan	Dr. Imran Haider Naqvi					
14	Session-14 2:15 PM Conflict Management	Dr. Imran Haider Naqvi					
15	Session-15 3:00 PM Govt's Initiatives/Projects for the Promotion of Entrepreneurship (Plan 9, Plan X, Ignite, NRPU & GCF)	Dr. Usama Bajwa					
16	Session-16 3:45 PM Conclusions and Way Forward	Dr. Muhammad Ahmed Farooqui					



Transforming Academic Knowledge to Develop Entrepreneurial Universities in Pakistan (TAKEUP)

COMSATS University Islamabad, Lahore Campus

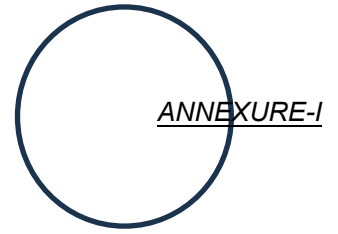
Faculty Training by Master Trainers for Entrepreneurial Coaching under WP 6.4

(Non-Partner Universities)

8 and 16 November 2023

Post Event Evaluation

	Evaluation statements	Do Not Agree	25% agree	50% agree	75% agree	100% agree
1	The objective of the event was made clear to me.					
2	The objectives were well defined from the beginning.					
3	The contents were clear and easy to understand.					
4	The structure of the sessions was logical/comprehensible/coherent.					
5	The overall time required for the sessions (including preparation and follow-up) was appropriate.					
6	I have the feeling that I have learned important things in the event					
7	The materials and or tools to convey the content (e.g. presentation, handouts etc.) were appropriate.					
8	The methods to convey the content (e.g. group work, work assignments, etc.) were appropriate.					
9	The purpose of the event interested me.					
10	The topics covered during the training sessions were relevant as such.					
Remarks						



MEMORANDUM OF UNDERSTANDING
Between
_____ **University**
And
COMSATS University Islamabad, Lahore Campus

This Memorandum of Understanding (MoU) is made on the _____ day of _____ 2023. Parties to this MoU are:

I. _____, a body corporate established under the *Act of parliament vide Act No.* _____ *and notified vide letter No.* _____ *dated* _____ *issued by the* _____, located _____.

AND

II) COMSATS UNIVERSITY ISLAMABAD (CU), LAHORE CAMPUS, a body corporate upgraded to status of University under Act XI of 2018 with its principal seat located at Tarlai Kalan, Park Road, Islamabad, Islamabad Capital Territory 45550, Islamic Republic of Pakistan, Lahore campus being located at 1.5 KM Defense Riad, off Raiwind Road, Lahore, hereinafter referred collectively as the “Parties”.

Have agreed as follows:

1. OBJECTIVES:

The Parties shall jointly work for objectives to:

- (a) Explore opportunities for the promotion and inculcation of entrepreneurial culture among the students and teaching staff of their respective institutions.
- (b) Cooperate with each other to promote entrepreneurial coaching within and beyond the scope of the TAKEUP (Transforming Academic Knowledge to create Entrepreneurial Universities in Pakistan) Project with no financial liability on either party.
- (c) Share information on best practices to enhance each other’s understanding in their academic and research capabilities within the limits of confidentiality as under Article 7 of this MoU; and
- (d) Establish sustainable working relationships between the Parties targeted at specific requirements and interests of the Parties.

2. MODES OF COOPERATION

The Parties shall cooperate by:

- (a) exchange of staff and students;
- (b) exchange of information relating to their scholarly activities in fields of Entrepreneurship and related disciplines of mutual interest;
- (c) promote appropriate joint scholarly activities, with particular emphasis on entrepreneurship and internationally funded projects;
- (d) endeavour to encourage students and staff to spend periods of time in the host institution. The exchange of students will be dependent upon the execution of formal Student Exchange Agreement mutually agreed between the Parties in writing prior to the commencement of this activity;
- (e) conduct study tours, as mutually agreed in writing between the Parties, prior to the commencement of activity; and

3. INTERPRETATION:

Headings assigned to different clauses under this MoU are for convenience only and do not affect interpretation. The following rules apply unless the context requires otherwise:

- (a) The singular includes the plural and conversely;
- (b) A gender includes all genders;
- (c) A word or phrase if defined in its other grammatical forms have a corresponding meaning also;
- (d) A reference to a clause or a Schedule is a reference to a clause or, a schedule to, this Memorandum of Understanding.

4. NON- BINDING OBLIGATIONS:

The Parties acknowledge that no legally binding obligations are intended to arise between them as a result of this MoU. Binding obligations are only intended to arise upon signing by the Parties of a formal written agreement. Any action taken by any Party in anticipation of approvals will be at the sole risk of that Party. Neither Party can commit the other financially or otherwise to third parties.

The Parties agree and acknowledge that nothing contained in this MoU constitutes any of them as agent, partner or trustee of any other, or to have authority or power to act for, or create or assume any responsibility or obligation on behalf of, any other Party.

5. AGREEMENTS

Each activity or project to be initiated under this MoU will be subject to a further written agreement between the Parties to facilitate the implementation of the specific academic and research programs. Such agreements will set out the obligations of the Parties in respect of the academic and research program including but not limited to funding, responsibilities and contributions of each Party, intellectual property ownership and protection, confidentiality, risk allocation and indemnity obligations to be undertaken by each Party.

6. TERM

The term of this MoU will commence on the date of execution for a period of five (5) years and automatically renewed for another 5 years unless a notice is given to the other not less than 3 months prior of its wish to terminate this MoU. This MoU should be reviewed by both Parties every year.

7. DISPUTE RESOLUTION

In case of any dispute pertaining to the implementation and interpretation of this MoU shall be settled amicably through negotiation and consultation between the Parties.

8. CONFIDENTIALITY

Each Party is to treat all confidential information owned by the other Party which is specifically designated as confidential information in writing, including all information or material disclosed in relation to this MoU as confidential and shall not disclose or permit the same to be disclosed to a third party without the written authorisation of the disclosing Party. It shall be the responsibility of each Party to ensure that confidential information is only disclosed to those officers, employees, students, or agents engaged in the performance of an academic or authorized entrepreneurial activity on a strictly “need to know basis” and have such officers, employees, students, or agents sign written confidentiality undertakings as may be required.

This provision shall survive the termination or expiration of this MoU.

9. VARIATION

A provision of this MoU may not be varied or modified except by a separate written instrument signed by a duly authorised signatory of each Party.

10. USE OF NAME AND LOGO

Neither Party shall use the name or logo, or any variation thereof, of the other party without first obtaining its written consent and subject to any directives which may apply to that written consent including compliance with a Party’s brand policies and style guidelines.

Signed on behalf of:
COMSATS University Islamabad
Islamabad, Pakistan

Signed on behalf of:

Date: _____

Date: _____

Witness _____

Witness _____



CERTIFICATE OF PARTICIPATION

THIS CERTIFICATE IS AWARDED TO

Dr

IN RECOGNITION OF SUCCESSFUL PARTICIPATION IN THE TRAINING PROGRAMME FOR

ENTREPRENEURIAL COACHING

OFFERED UNDER THE AUSPICES OF "TRANSFORMING ACADEMIC KNOWLEDGE TO DEVELOP ENTREPRENEURIAL UNIVERSITIES IN PAKISTAN- TAKE UP" PROJECT

AT COMSATS UNIVERSITY ISLAMABAD, LAHORE CAMPUS

8-9 November 2023

Prof. Dr. Muhammad Ahmed Farooqui
Project Coordinator, TAKEUP
COMSATS University Islamabad, Lahore Campus



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Erasmus+ Programme
of the European Union