



Visit Report from July 25 to 29, 2022 at Saarland University TAKE-UP



A Report
on
*Study Visit
and
Strategic Meeting*

at

**Saarland Des University, Saarbrücken, Germany
From July 25 to 29, 2022**

under

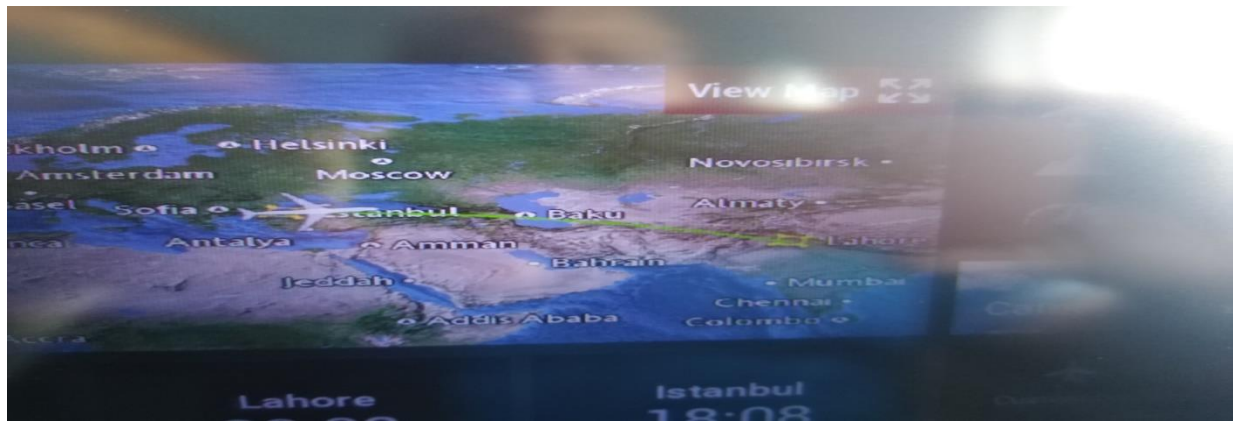
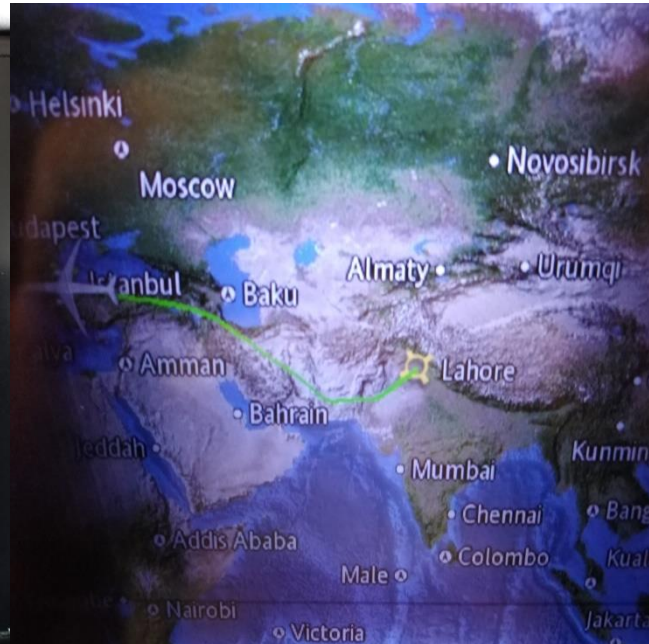
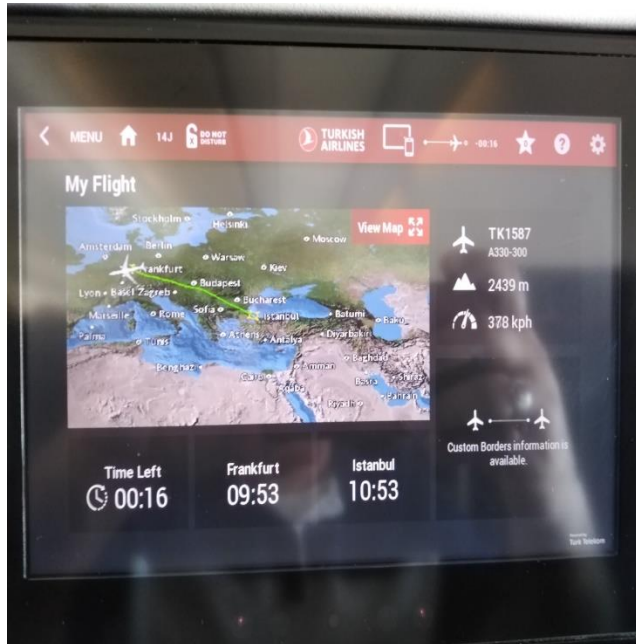
TAKEUP



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The Visit's Route





Introduction

With reference to invitations to the officials of COMSATS University Islamabad, Lahore Campus (CUI) for a study visit and strategic action plan meeting for the EU funded Erasmus + Project titled, “Transforming Academic Knowledge to Develop Entrepreneurial Universities in Pakistan (TAKE-UP)”, under project reference 609957-EPP-1-DE-EPPKA2-CBHE-JP for its planned program given on next under activity # 5 of TAKE-UP. It is reported that a group of the following three officials of CUI, Lahore Campus visited University of Saarland, Saarbrücken, Germany for representing CUI as per the agenda from July 25 to 29, 2022:

1. Dr. Syed Muhammad Imran Haider Naqvi, Senior Manager HR
2. Dr. Usama Ijaz Ahmed Bajwa, Tenured Associate Professor, Department of Computer Science
3. Dr. Muhammad Naeem Shehzad, Tenured Associate Professor, Department of Electrical & Computer Engineering

It is pertinent to mention that officials from other partner universities in Pakistan also attended the program whose details are as under:

1. Prof. Dr. Asghar Zaidi, Vice Chancellor, Government College University, Lahore
2. Dr. Ahammad, Assistant Professor & Director Management Sciences, Government College University, Lahore
3. Ms. Zunaira, Lecturer Management Sciences, Government College University, Lahore
4. Prof. Dr. Syed Jawad Naqvi, Lahore University of Management Sciences
5. Prof. Dr. Faiza Jawad, Lahore University of Management Sciences
6. Dr. Shehreyar, Assistant Professor, Lahore University of Management Sciences
7. Mr. Shahzada Babar Shykh, Manager ORIC, University of Gujrat
8. Dr. Hammad Ismail, Assistant Professor Bio Sciences, University of Gujrat
9. Dr. Ghulam Abbas, Assistant Professor Chemical Engineering, University of Gujrat
10. Mr. Panourgias Papaioannou, Deputy In-Charge Entrepreneurial Center, Athens University of Economics & Business

From the host side, following members represented Saarland University:

1. Prof. Dr. Cornelius Konig, Vice President, International Affairs, Saarland University



2. Dr. Nida ul Habib Bajwa, Project Manager TAKEUP Associate Professor, Saarland Des University
3. Ms. Theresa Zimmer, Project Coordinator & RA Psychology, Saarland Des University
4. Ms. Kiran, Project Coordinator TAKEUP, Pakistan Chapter, Saarland Des University

Objectives

The program was conducted to achieve the following objectives under TAKE-UP:

1. To train faculty members from diversified fields, especially from areas other than management sciences, on to the subject knowledge of entrepreneurship as coaches,
2. To encourage the trained coaches to impart and propagate their learnt knowledge and skills to other faculty members at their respective universities, and
3. To strategize further action plans and way forward under TAKE-UP for activities during next year, and
4. To disseminate the achievements and contributions invested for TAKEUP.

Agenda & Program

Due to delay in flight schedule of certain members and overlapping or left over topics by certain speakers, the program had to be adjusted during run time. The study visit and strategic meeting were thus conducted adopting the agenda and program provided next, which was further adjusted during run time.



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TAKE-UP

Transforming Academic Knowledge to Develop Entrepreneurial Universities in Pakistan

Meeting Agenda

25th July – 29th July 2022

Saarland University, Saarbrücken Campus



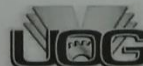
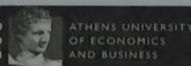
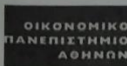
UNIVERSITÄT
DES
SAARLANDES



COMSATS UNIVERSITY
ISLAMABAD



EDUCATING PEOPLE FOR TOMORROW



UNIVERSITY OF
GUJRAT



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25. July (Monday)		
Room 1.17, Building C 7.4		
9:00	Welcome T. Zimmer, Dr. Bajwa, Prof. König (Vice-President for Internationalization and European Relations)	
9:30	TAKE UP project review and outlook	T. Zimmer
11:00	Individual experiences in entrepreneurial coaching at the university	T. Zimmer
13:00	Lunch	
14:00	Typos of motivation	Dr. Imran Naqvi
16:00	Sources of motivational problems and procrastination	Dr. Imran Naqvi
17:30	End	
26. July (Tuesday)		
Room 1.17, Building C 7.4		
9:00	Who is an entrepreneurial coach	Dr. Amaad
11:00	What is entrepreneurship? Traits of entrepreneurs and why start-ups fail	Dr. Amaad
13:00	Lunch	
14:00	Effectuation and BMC	Dr. Amaad
16:00	Generating ideas and screening good ideas	
17:30	End	Dr. Amaad
27. July (Wednesday)		
Room 1.17, Building C 7.4		
9:00	Project management	Dr. Amaad
11:00	Marketing and Legal IP Management	Dr. Amaad
13:00	Lunch	
14:00	Team Management, Feedback, Leadership styles, Teambuilding	Dr. Faiza
16:00	Team Management, Feedback, Leadership styles, Teambuilding	Dr. Faiza
17:30	End	
28. July (Thursday)		
Room 1.17, Building C 7.4		
9:00	Communication skills	Dr. Faiza
11:00	Communication skills	Dr. Faiza
13:00	Lunch	
14:00	Conflict Management and Negotiation	Dr. Faiza
16:00	Change and Stress Management	Dr. Faiza
17:30	End	
29. July (Friday)		
Room 2.05/2.06, Building A 5.4		
9:00	Introduction: Defining target group	Dr. Imran Naqvi
10:00	Attracting customers and building a network	Dr. Imran Naqvi
13:00	Lunch	
14:00	Transfer of entrepreneurial coaching to individual context at the university	T. Zimmer
15:00	Review of the week and way forward	T. Zimmer
16:00	End	
30. July (Saturday)		
09:00	Cultural event (Trip to Saarburg and Trier)	



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Attendance

TAKE UP Pilot Training Entrepreneurial Coaching
 25.07.2022 – 30.07.2022
 Saarland University, Saarbrücken Campus

Name	Affiliation	Programm Day 1 25.07.2022	Programm Day 2 26.07.2022	Programm Day 3 27.07.2022	Programm Day 4 28.07.2022	Programm Day 5 29.07.2022	Programm Day 6 30.07.2022
Theresa Zimmer	Saarland University (US)						
Syed Muhammad Imran Haider Naqvi	COMSATS University Islamabad (CU)						
Usama Ijaz Ahmed Bajwa	COMSATS University Islamabad (CU)						
Muhammad Naeem Shehzad	COMSATS University Islamabad (CU)						

Daily Activity Report – July 25, 2022

The three officials of CUI participated in all the sessions held in seminar room C7 – 4 of Saarland Des University (UdS). The activity was started at 0930 on July 25, 2022. Initially Dr. Nida ul Habib Bajwa, Project Manager TAKE-UP addressed the participants with a welcome speech. Subsequently Dr. Collin, Vice President, International Affairs, UdS apprised the audience about history, significance, faculty, students and others strengths of UdS and the city of Saarbrücken, Germany. Later Ms. Theresa Zimmer, Project Coordinator & RS, UdS discussed with the audience the agenda, objectives and targets of the TAKEUP and that program.



After these introductory sessions and a lunch break, Dr. Syed Muhammad Imran Haider Naqvi, Senior Manager HR, CUI Lahore Campus contributed his talk on, “Motivation to Entrepreneurship through Faculty and Relevant Progress at CUI”. Dr. Naqvi after a while engaged the participants into a group activity for brainstorming ideas for startups in an open environment due to weather condition. The participants were divided into two groups and later each group leader presented the findings and contributions of the group. The exercise was appreciated as useful for the objectives.



Daily Activity Report – July 26, 2022

On the second day all the representatives of CUI joined at 0830, however formal activity could be started at 1000 due to delay in flight of Dr. Ammad Uppal, Director MS, GCU. During wait state, Dr. Zaidi contributed thoughts and recommendations on the subject. Then Dr. Uppal contributed a talk on entrepreneurial coaching, effectuation and business canvas model during the first half. He engaged the audience in relevant group assignments, discussions and presentations on their exercises. Dr. Naeem Shehzad & Dr. Usama Bajwa from CUI presented an exemplary exercise on business modeling. The lectures and activities were very well appreciated.

In the lunch break, an informal meeting was held with Ms. Ingrida, Deputy In-Charge of Business Incubation Center, UdS and Dr. Nida Bajwa with officials of CUI. It led the partners to exchange of useful ideas on contemporary practices, networking and industrial outreach.

After lunch the remaining session was concluded at 1545 to enable participants on to a site seeing visit. Dr. Usama Bajwa and Dr. Naeem Shehzad from CUI volunteered to join the group to visit the Volklingen Iron Works (a former Steel Mill that was declared World heritage site by UNESCO). Dr. Naqvi on the other side accepted request of Dr. Asghar Zaidi, Vice Chancellor, GCU for discussion on possible collaboration among GCU and CUI on the subject.



Daily Activity Report – July 27, 2022

On start of the third day Dr. Ammad Uppal, Director Management Sciences, GCU continued his lecture on entrepreneurial exercises and marketing segmentation for addressing targets groups. He added explanation of GROW model. All participants were engaged into group exercises and individual presentations.



CUI participated effectively in the exercises for GROW model. Dr. Usama presented his experience of RashCAM product for cars/vehicles and mold it into GROW model. Dr. Naeem Shehzad shared his experience for Islamic scarf selling in Australia in partnership with a friend and also another idea of solar panel business. Dr. Naqvi presented his idea of restoring and offer a vintage car for ceremonial events, such as marriage, convocations etc. following GROW model. Dr. Ismail, UoG shared his idea of flavored organic yogurt. Other participants also shared useful entrepreneurial ideas in their respective exercises.

Subsequently, Prof. Dr. Faiza, LUMS delivered her talk on business communication. The details relevant to encoding, decoding, and transcription were discussed in entrepreneurial context. She motivated and engaged audience into case studies, videos and relevant discussions.



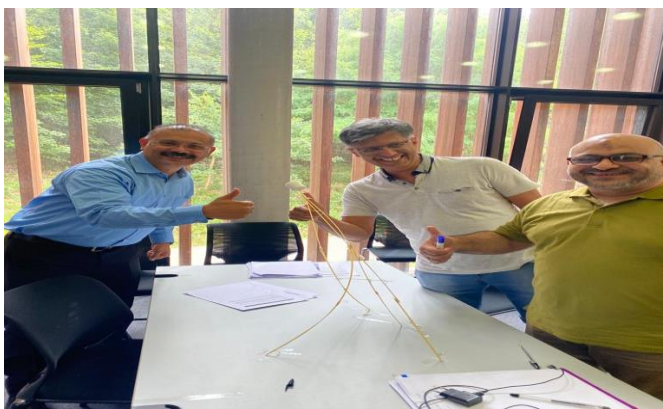
The participants made through the exercises on given case studies very well. Later the workings of each group on the case studies were discussed. After videos display, Dr. Faiza moderated the inputs & workings of groups onto given questions. The activities were appreciated as beneficial for training coaches on entrepreneurship.



Daily Activity Report – July 28, 2022



The training was started at 0900 with talk of Dr. Faiza on team and group management and relevant cases studies with exercises. She divided audience into teams with materials and provided them task to build tower of noodles and a marshmallow to exercise team management. All three teams built the tower successfully, however only the tower of one team passed the evaluation criterion set by Dr. Faiza. In continuation, tasks of presenting elevator pitch for selling electric skates cum scooter were assigned, to Dr. Bajwa, Dr. Naeem, Dr. Ammad and Dr. Ismail for which they played well, while the others assumed the role of potential customers. Later she invited Prof. Dr. Jawad Naqvi to lecture on negotiation skills which he contributed effectively. Finally, Dr. Faiza resumed talks on stress and conflict management providing notes. At the end of her lectures she shed light on significance of feedback from customers.



After a daylong lectures and learning activities on July 28, 2022, the participants were invited by Dr. Nida ul Habib Bajwa, Project Manager TAKEUP, UoS for a get together at a dinner in a restaurant at Syrian Street of Saarbrücken. The participants enjoyed walking to the distant venue on the river side. On the evening, UoS had also invited Dr. Sarjaan, an Engineer & Specialist of Fabrication Laboratory Equipment who would install & operationalize the Fab. Labs in the partner universities of Pakistan and also impart trainings to their resources on the needful during October – November, 2022. Dr. Nida Bajwa also hinted on the next activities planned under TAKEUP in Pakistan, however he left its details on to Ms. Theresa that were provided on the last day. The get together remained useful for informal discussions and networking.



Daily Activity Report – July 29, 2022

The activity was started at 0900 on an adjusted program agenda to avoid certain overlapping and/or left over topics. The last day was initiated with a talk of Dr. Imran Naqvi, SM HR, CUI, on the types of business entities in Pakistan and legal requirements to establish them. He referred the participants to an online available source of knowledge and engaged them in discussion. In this interactive session, the participants learnt/refreshed knowledge on types of business entities with Registrar of Firms and/or SECP, Pakistan, IP management & patents registration with IPO, and exchange of ideas on commercialization of possible knowledge economy with and without innovation. Dr. Shehreyar, LUMS exhibited keen interest in Associated Limited Partnership (ALP), & Limited Liability Partnership (LLP). Dr. Usama Bajwa, CUI shared his experience of making a company for his engineered product RashCAM and reasons of its closure. Prof. Dr. Jawad Naqvi, LUMS argued intellectually on commercialization and patenting in the academia of Pakistan. Dr. Naqvi, CUI also provided a detail reference material on the documents needed to establish such legal startups/business entities as per the standards of SECP, PEC, FBR and associated banks in Pakistan. He finally moderated the ongoing discussion to a conclusion that coaches in universities ought to guide their students towards establishment of an applicable legal entity in Pakistan since the beginning of their entrepreneurial projects.



Subsequently, Dr. Naqvi, CUI provided an overview on the basics of project management (PM) and tactics to link with entrepreneurship. In context, he shared basics of project, project management, its ten (10) knowledge areas, project life cycle and an example of linking work breakdown structure (WBS) with entrepreneurial project. In response to queries of Ms. Zunaira, GCU on advanced topics of PERT & CPM, he rationalized that although that were significant for PM, but the present participants by then required an initial level know how of the subject. Dr. Naqvi, CUI then engaged the participants into a group exercise of molding their entrepreneurial ideas into a pragmatic WBS. Finally, Dr. Naqvi, CUI also shared an optimized version of business canvas model encompassing financial planning and WBS to enable faculty on effective entrepreneurial trainings of their students.

After that, Ms. Theresa Zimmer, Project Coordinator & RA UdS involved participants into an exercise on networking, its details & significance of entrepreneurship. In the concluding round, Ms. Zimmer reviewed all the talks and summarized their key points. Finally, she collected an online feedback from the participants.



Strategic Meeting & Deliverables – July 29, 2022

Dr. Nida Bajwa, Project Manager TAKEUP and Ms. Theresa Zimmer, Project Coordinator & RA, UdS invited thoughts and discussions on the followings by the participants:

1. Ms. Theresa urged all the trainees in the group to **Record Video/s** and provide for TAKEUP's projection on return. She requested Trainers to extend the same service. Dr. Naqvi, CUI recommended UdS to record the trainings during run time in next phases, while this time videos might be contributed by trainers explicitly on return.
2. **Dissemination** of workshop activities through Dr. Syed Imran Hassan Naqvi, Tenured Associate Professor, Chemical Engineering CUI. Ms. Zimmer informed that the TAKEUP Dissemination Board comprised on Dr. Nida Bajwa, Ms. Theresa and Mr. Kiran at UdS that interacts with concerned faculty members at partner universities to ensure the projection of activities, videos, audios, photographs on the websites and other social media. They stressed on its effective continuity, timeliness and quantum as European Union (EU) expects and monitors it before disbursement of next phases of funding. Dr. Nida Bajwa, in this context apprised that subject to fulfillment of project plan, next 40% funding for HRD at partner universities in Pakistan and finally 20% funding on closure of the TAKEUP have been committed by the EU. He thus encouraged partners on to timely and vigorous dissemination activities for TAKEUP.
3. Ms. Theresa then stressed on **Micro Coaching** among the members and their colleagues in respective universities. The members discussed this dynamics of the needful at length and finally reached a consensus that relevant WhatsApp group was the best medium for sharing slides, materials and videos. However, Ms. Theresa added that the manuals and videos heavy in size were to be uploaded on the TAKEUP's Google drive. She emphasized on the use of Slack for coordinator's meetings and furthering micro coaching. Members of the group also agreed to hold similar workshops on return for physical micro coaching of faculty at their premises/departments and subsequently share its photographs, videos etc. on TAKEUP's dissemination channels. It was further suggested that GCU, UOG, LUMS and CUI may also benefit from the coaches of each other as possible.
4. At the end, plans for next activities under TAKEUP during August 2022 to December 2023 were shared and discussed at length. Ms. Theresa apprised that equipment of Fabrication Laboratories in partner universities in Pakistan would be procured, installed and operationalized during October – November, 2022, while August 4, 2022 was the due date for the tender opening for procuring the equipment at UdS. She added UdS will send its expert (Mr. Sarjaan) to install Fab. Labs in partner universities and train resources on the needful somewhere in mid of October, 2022 and onwards.
5. Dr. Nida Bajwa and Ms. Theresa further apprised that as per oral negotiations with EU, it had extended time up to 2024 for accomplishing TAKEUP as planned



within same funding provision. However, the written approval from EU of the same is awaited. In this context, UdS, to meet the requirements of EU, is obliged to organize a one (1) day **Conference to Project TAKEUP Progress, Accomplishments and Way Forward** inviting maximum number of stakeholders in Pakistan including media coverage. It was discussed at length and UdS finally informed that it had decided the required one (1) day conference on **December 19, 2022 at COMSATS University Islamabad, Lahore Campus**, considering CUI's contributions for TAKEUP in this group and earlier. Ms. Theresa committed to have online meeting with Dr. Imran Naqvi, SM HR for the purpose in near future.

6. Ms. Theresa and Dr. Nida Bajwa informed the audience that under TAKEUP, the **Next Trainings at UdS** of additional/new faculty members and including trainers from the existing group are planned in March and July, 2023.

The strategic meeting ended at 1500 and all members returned with votes of appreciation and thanks to each other.

As the return flight could be found at economical price for August 1 & 2, 2022 via Istanbul, Turkey, the officials of CUI were obliged to save cost by seeking accommodation with friends/relatives in Paris, France and Darmstadt, Germany for passing dates from July 30, 2022 to August 1, 2022. All three officials of CUI returned to Pakistan at 0055 on August 3, 2022 as per approved plan and resumed duties on the same date.

Prepared & Submitted by:

Dr. Syed Muhammad Imran Haider Naqvi, SM HR

Endorsed By:

Dr. Usama Ijaz Ahmed Bajwa, Tenured Associate Professor, CS

Dr. Muhammad Naeem Shehzad, Tenured Associate Professor, ECE