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|  **Tasks** |

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| **Definition of Objectives (what)** |

 | **Reasoning(why)** | **Strategies and actions (how)** | **Timeline:****Start - Finish**

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 | **Responsibility**

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 | **Resources, requirements** | **Monitoring procedures** |
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**Areas of Analysis and Action** | Changes or improvements to be achieved (in the short term) | Why are the changes important and for whom? | What will be done to achieve the outcomes? | Expected start and completion dates | Who will be responsible for the action? | What resources are required to put the strategy into action?  | How will you know that the strategy has worked, how to measure outcomes?  |
|  Institutionalmanagement   |  |  |  |  |  |  |  |
|  Curriculum development |  |  |  |  |  |  |  |
|  Inclusive teaching and learning

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|  Feedback and assessment  |  |  |  |  |  |  |  |
|  Accessible and supportive learning environments |  |  |  |  |  |  |  |
|  Staff engagement |  |  |  |  |  |  |  |

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