**A briefing note on the self-selected enhancement area**

**for the ENQA Targeted Review of \_\_\_\_\_\_\_\_\_\_\_\_\_ (agency)**

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| What is the enhancement area[[1]](#footnote-1) and topic you wish to focus on during the targeted review? What ESG standard does it refer to? |
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| List key reasons for choosing the enhancement area: |
| 1.  2.  3. |

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| What are the agency’s key challenges related to the enhancement area: |
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| Now, carefully define the leading discussion question[[2]](#footnote-2): |
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| Map all key stakeholders the panel should talk to collect a broader understanding of the context and the topic itself: |
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| List the expected outcomes: |
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| Other key points of consideration (HE and QA context): |
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| Importantly, the 1-page document serves the panel as a guiding document, and can/should contain of information the agency might be unwilling to share with its broader set of stakeholders at this point of the review process.  For all other key aspect of the selected enhancement area, it is the accompanying self-assessment report that should provide the structured overview of the topic. |

1. E.g., one of the agency’s challenges, plans or aspirations for future. [↑](#footnote-ref-1)
2. To ensure that the discussion question is well-defined and manageable in the context of the review process, the question:

   Should be self-standing;

   Should be concrete and short (preferably formulated in one sentence);

   Should include a clear reference to the standard in question;

   Can address just a sub-section of a selected standard (does not need to cover all aspects of one standard);

   Can address aspects outside the selected standard that are relevant for a comprehensive analysis of the discussion question. [↑](#footnote-ref-2)