



Quadultrainers

“Towards a European Qualification Prototype for Adults Trainers”

November 2009

Evaluation interim report

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Evaluation plan

1. Definition of milestones for the project implementation and controlling of compliance

- Preparation of a clearly represented project scheme

- Checking milestones and deadlines as constant agenda item

- Mail to all project members in due time before important deadlines

2. Assessment of the project processes through all partners at the end of each meeting by means of a standardized questionnaire

- a. Adequate allocation of tasks

- b. Clear structures, information flow

- c. Assessment of the output

- Interpretation of results: FHVR, short summary of results at every meeting

3. Guidelines for the Advisory Board to evaluate the European Qualification Prototype at the second meeting

- a. applicability

- b. coverage of the relevant areas

- c. Assessment of the output

- d. Suggestions/amendments

- Summary of the group discussion at the meeting: NN

- Approval of the summary (showing the results of the assessment) by the members of the Advisory Board

4. Guidelines for the expert discussion within the framework of piloting in 5 countries

- a. Standards and qualification framework being applied

- b. Applicability of European standards

- c. Differences between big and small enterprises

- d. Differences between areas of training (initial/continuous VET, further education, sectoral training, adult education in general)

- e. Interest in certification

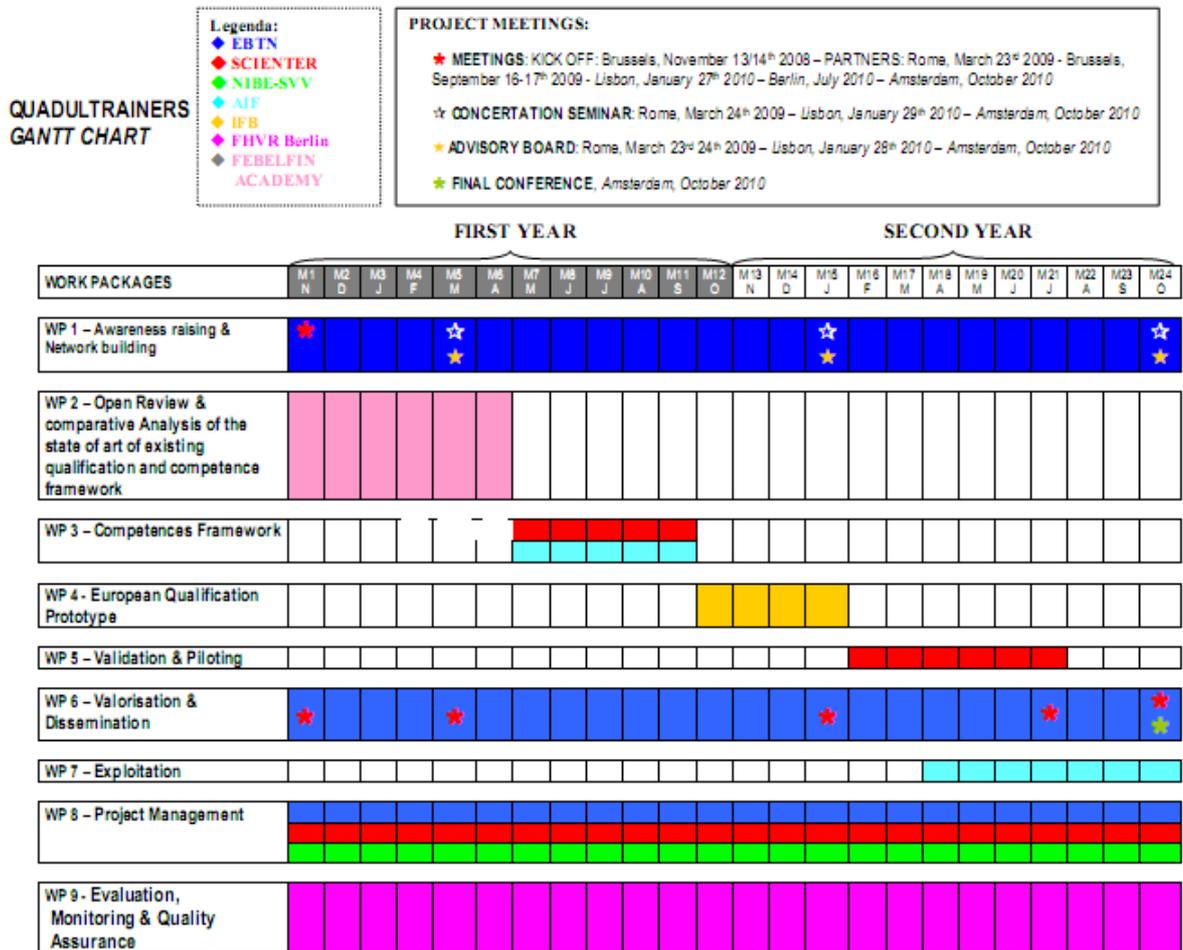
- Minutes of the expert discussion: partners of the piloting countries

- Analysis of piloting: Scierter



Project implementation and controlling

Project Plan



Realisation of project tasks within the first project year

WP 1 – Awareness raising and network building

Project tasks in the first workpackage were realised as planned, partly with a short delay.

The Quadultrainers’ MetaCommunity was established as an online community on the project website.

Partners’ meetings took place respectively are planned according to the project plan, although the first Concertation Seminar with two months delay. The Action Plan for the activation of the European Learning Networks was approved, but has been updated due to the worldwide economic crisis and the changing circumstances.

WP 2 – Open Review and comparative Analysis of the state of the art of the existing qualification and competences framework

Project tasks in the second workpackage were fulfilled with a few months of delay for the same reasons as WP 1.

A Research Framework was presented in draft at the Concertation Seminar and was updated several times in order to keep up with the changing circumstances. The State of the art report on existing qualification and competences framework was completed in July 09, i.e. with three months delay. However, preparatory work had been done from January 09 onwards. An updated version was published in October.

WP 3 – Competences Framework

Project tasks in the third workpackage has been completed by the end of October. This is mainly due to the delay in the WP 1 and 2. The Competences Framework will be used to define the European Qualification Prototype in WP 4.

WP 4 – European Qualification Prototype *Completion in the second project year*

WP 5 – Validation and Piloting *Realisation in the second project year*

WP 6 – Valorisation and Dissemination

Project tasks in the sixth workpackage have been realised as planned, although the dissemination plan with some months delay. A project website was established as scheduled in the beginning of 2009 and has been in use fully from May 2009. The Valorisation and Dissemination Plan was first completed in March 2009, but has been updated in October 2009. In the first project year several articles have been published by project members in their house-organs or house-magazines.

WP 7 – Exploitation *Realisation in the second project year*

WP 8 –
Project tasks in the eighth workpackage have been fulfilled as scheduled. The Project Management and communication plan was completed in December 2008. During 2009 it has been adapted, improved and updated . Minutes are written for all meetings, seminars etc.

WP 9 – Evaluation, Monitoring and Quality Assurance

Project tasks in the ninth workpackage have been realised as planned. An evaluation plan has been submitted at the first Concertation Seminar. An evaluation procedure for the partners' meetings has been implemented. Monitoring of the project progress is done by comparison with the workplan.



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Project Deliverables	WP	responsible	scheduled	realised
Project Management and communication plan	8	Steering Committee *	Nov 08	Dec 08
Action Plan for the activation of the European Learning Networks	1	EBTN	Nov 08	Mar 08 Oct 09 update
Research Framework	2	FA	Dec 08	Mar 09 Jun 09 update
Project Community Website	6	EBTN	Dec 08	Dec 08
Quadultrainers' MetaCommunity	1	EBTN	from Dec 08	Dec 08
Concertation Seminar	1	EBTN	Jan 09	Mar 09
Valorisation and Dissemination Plan	6	EBTN	Mar 09	Mar 09 Oct 09 update
State of the art report on existing qualification and competences framework	2	FA	Apr 09	Sep 09 Oct 09 update
Articles and Publications	6	EBTN	from Apr 09	several
Competences Framework	3	Scienter/AIF	Sep 09	Oct 09
Interim Report	8	Steering Committee*	Oct 09	Nov 09
Minutes	8	Steering Committee*	After each meeting	accordingly

*EBTN, NIBE, Scienter



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Evaluation of partners meetings

The following results are based on the two partner's meetings in Rome (March 2009) and in Brussels (September 2009).

There was used a standardized questionnaire (see below) which was filled in by all partners at the end of the meeting. The results are based on 15 answers.

Questionnaire

How do you assess the following aspects of the meeting?

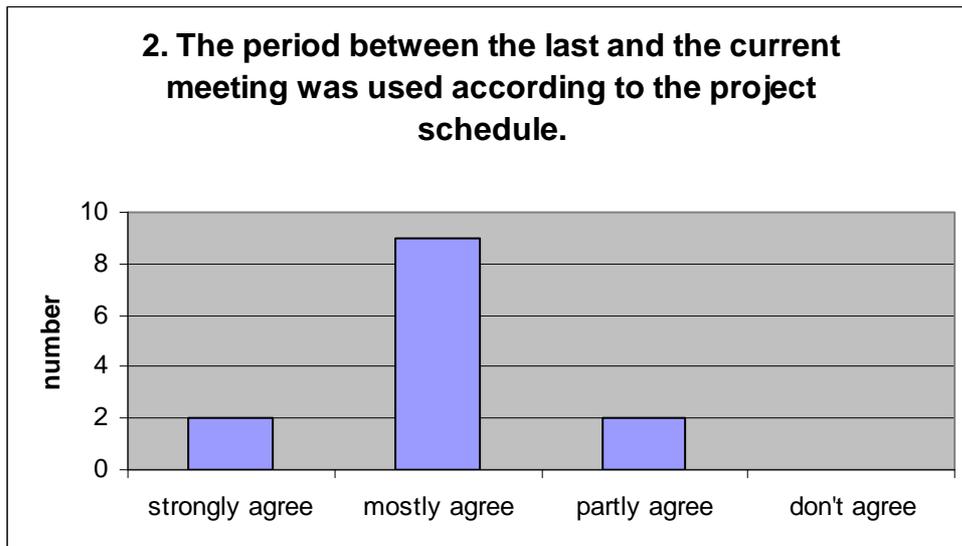
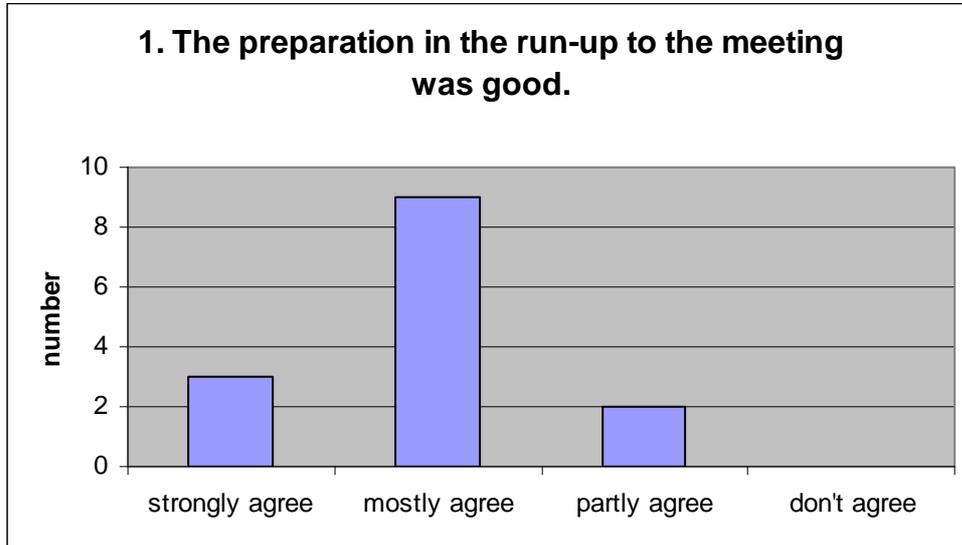
	I strongly agree	I mostly agree	I partly agree	I don't agree
1. The preparation in the run-up to the meeting was good.				
2. The period between the last and the current meeting was used according to the project schedule.				
3. The organisation of the workshop was good.				
4. Partners' contributions (e.g. presentations, draft papers) were relevant for the project.				
5. Relevant material (e.g. texts, articles, partners' contributions) were provided in due time.				
6. Project tasks were done as scheduled.				
7. The moderation was an appropriate guidance in terms of goal orientation.				
8. Tasks were allocated adequately to the partners.				
9. Discussions brought the project work forward.				
10. Administrative issues were handled in an effective way.				
11. I am satisfied with the process of the meeting.				
12. I am satisfied with the results of the meeting.				
13. My suggestions for improvement:				

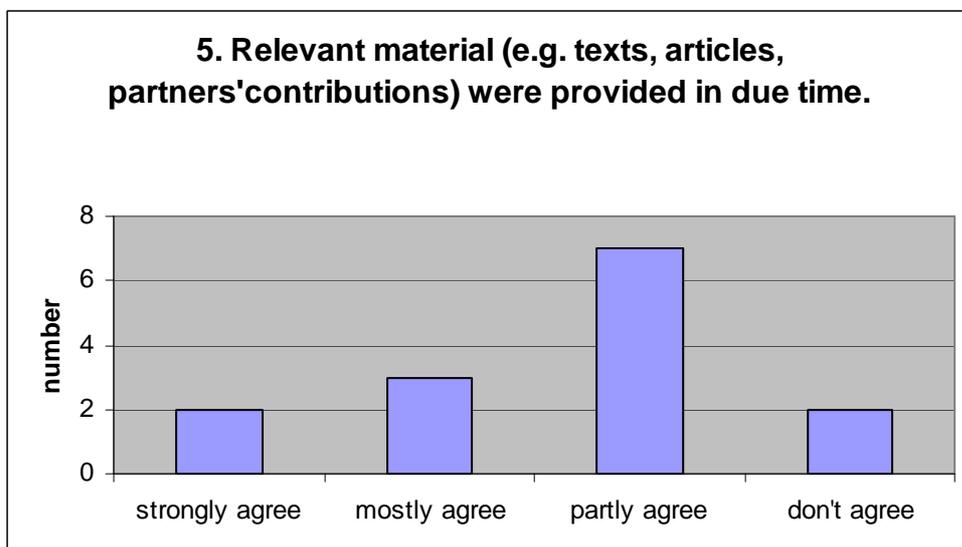
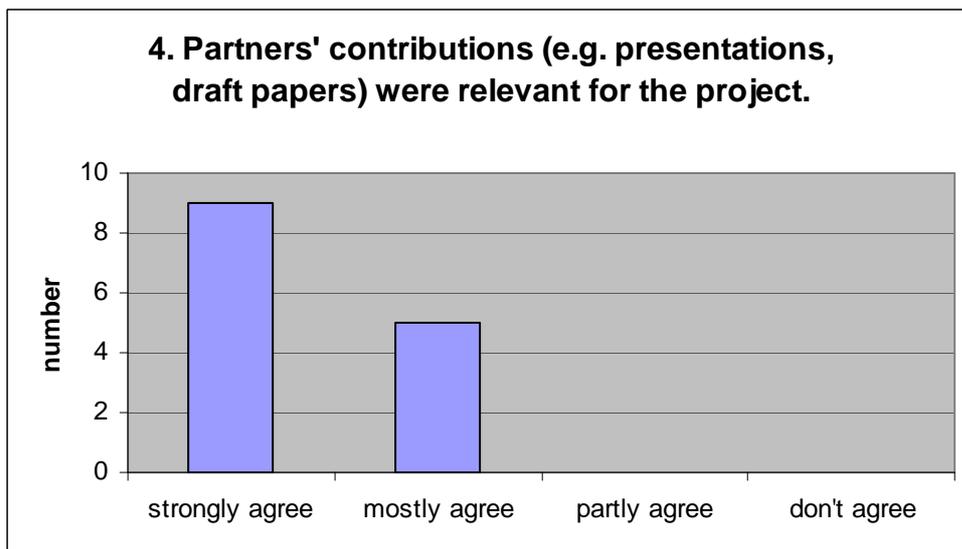
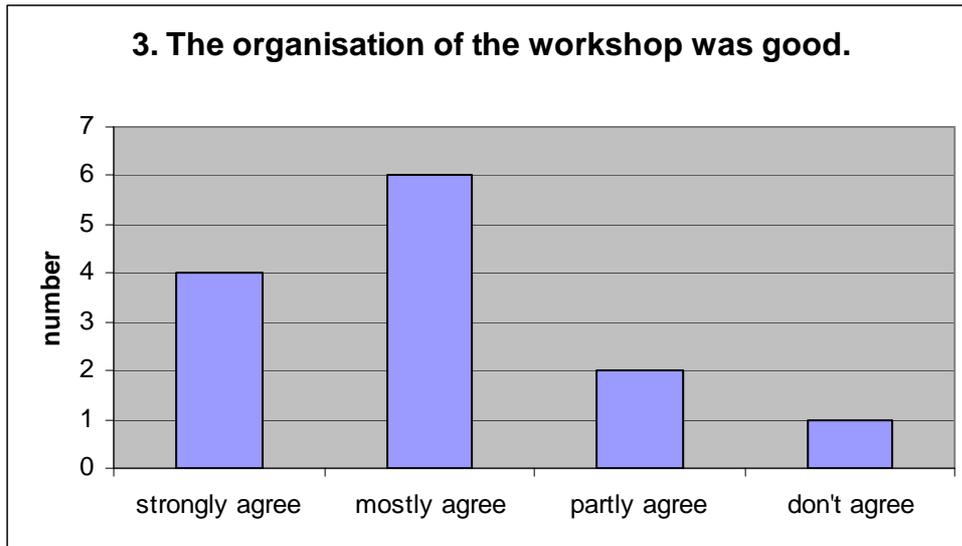


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Results

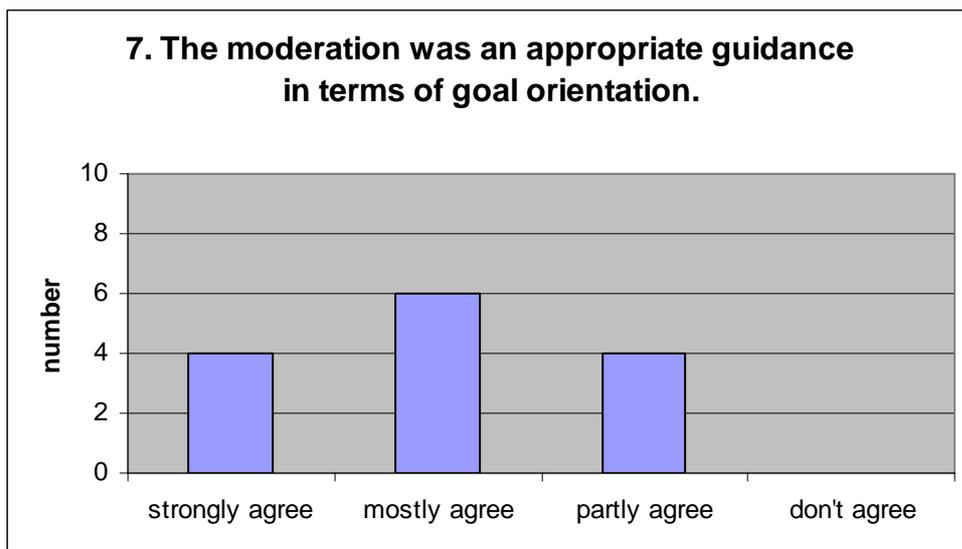
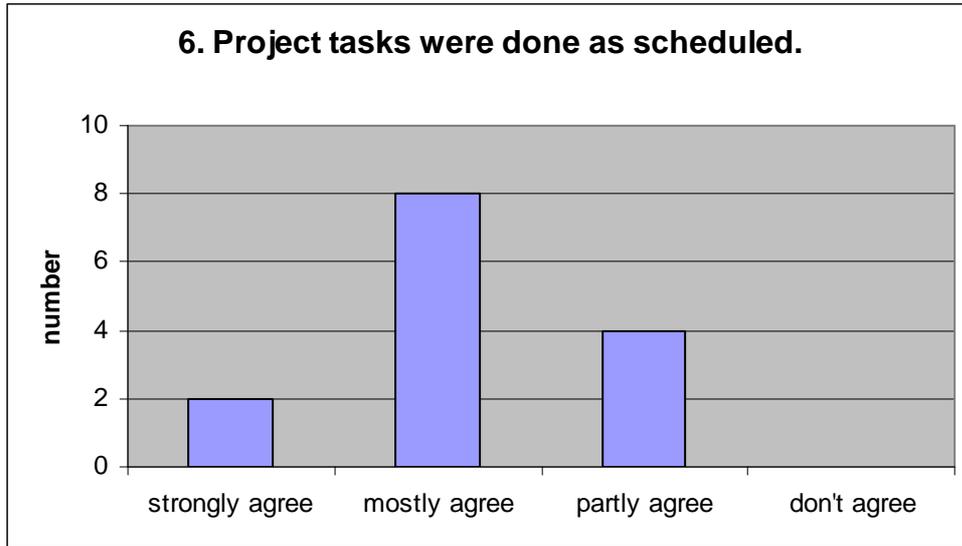






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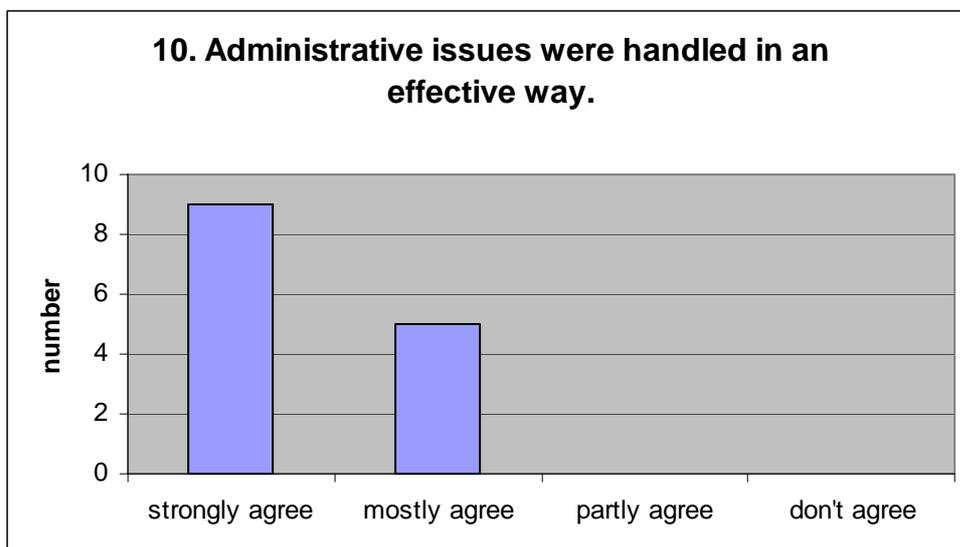
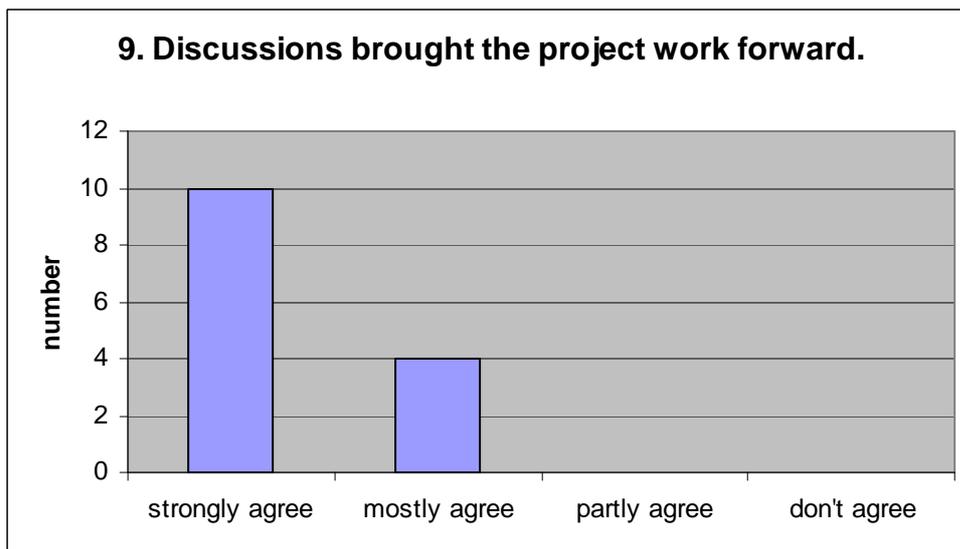
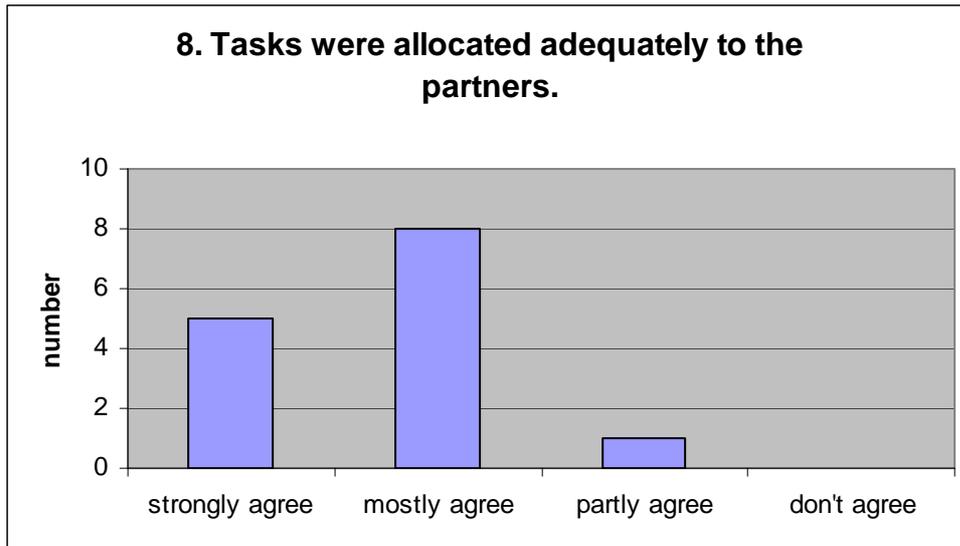


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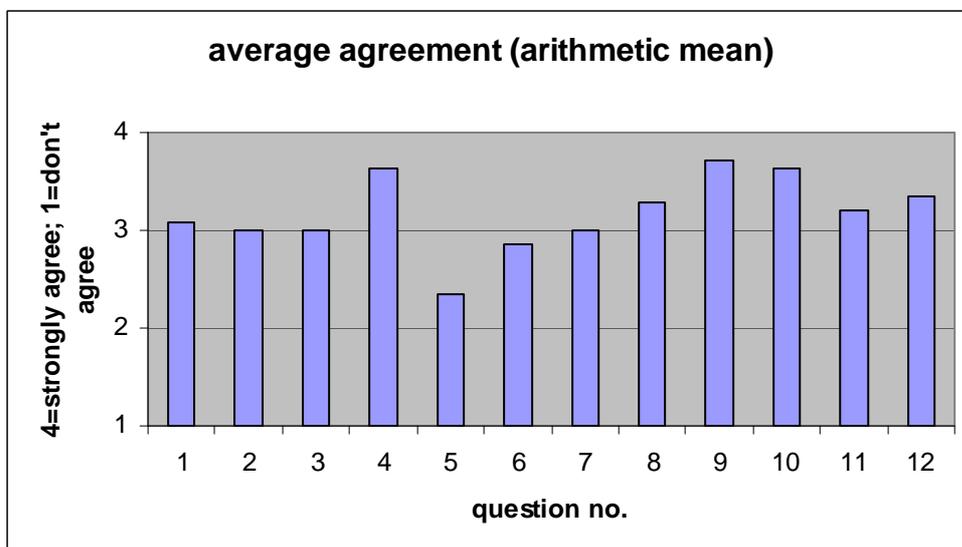
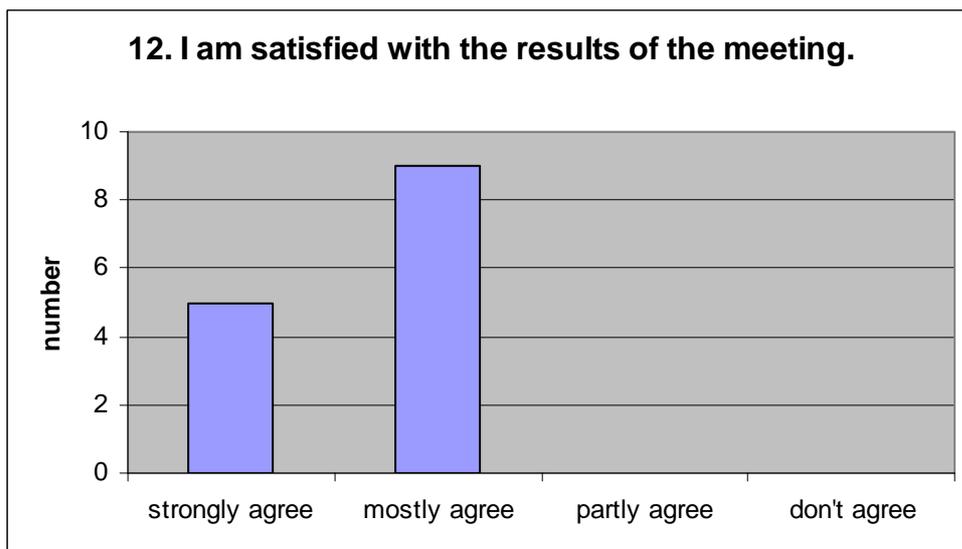
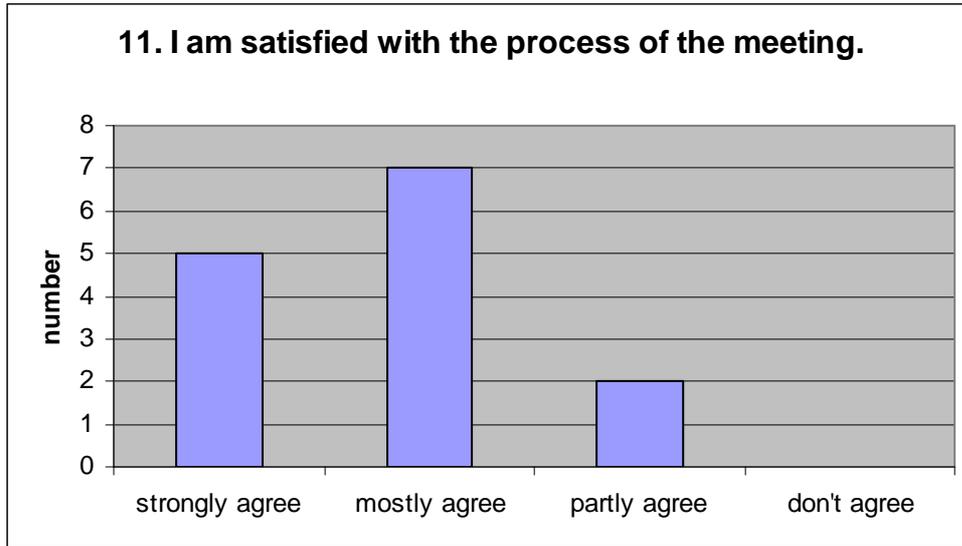


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Strengths and weaknesses

Strengths of the project management

(Arithmetic mean above 3,5)

- Discussions brought the project work forward.
- Partners' contributions (e.g. presentations, draft papers) were relevant for the project.
- Administrative issues were handled in an effective way.

These results show that there is a good cooperation between the project partners, implying relevant contributions from all partners. Administration was handled effectively.

Weaknesses of the project management

(Arithmetic mean below the theoretical mean of 2,5)

- Relevant material (e.g. texts, articles, partners' contributions) were provided in due time.

There is one point which should be improved, relevant material should be submitted according to the schedule. Also question 6 (Project tasks were done as scheduled), shows that some partners are not satisfied in this respect.

Evaluation in the second project year

The project monitoring and the evaluation of the partners' meetings will be continued. Two further evaluation activities will be effected:

- Guidelines for the Advisory Board to evaluate the European Qualification Prototype at the second meeting
- Guidelines for the expert discussion within the framework of piloting

The second meeting of the Advisory Board will take place in January 2010.

The expert discussion in the piloting phase is scheduled for 2010 (February - July).