Projects and Products Portal for Leonardo da Vinci

RECOMFOR

142591-LLP-1-2008-1-FR-LEONARDO-LNW

http://www.adam-europe.eu/adam/project/view.htm?prj=5531

Project Information

Title:	RECOMFOR
Project Number:	142591-LLP-1-2008-1-FR-LEONARDO-LNW
Year:	2008
Project Type:	Networks
Status:	completed
Country:	EU-Centralised Projects
Marketing Text:	RECOMFOR project is directly in view of the European ECVET Recommendation: "Recommending that Member States support the development of partnerships and national and European networks devoted to test, implement and promote ECVET". The RECOMFOR partnership includes most of the stakeholders of vocational education and training systems in 10 countries, for the certification “assistant in international trade”. The main objective of the project is to develop within the network members a space for mobility for students, during their training pathway, using the ECVET principles and tools. Upstream RECOMFOR project, the project COMINTER allowed partners to develop a "shared reference", i.e. a tool to maximize the areas of compatibility between different national certifications.
Summary:	
Description:	
Themes:	*** Recognition, transparency, certification ** Quality ** Continuous training * Enterprise, SME
Sectors:	*** Other Service Activities
Product Types:	procedure for the analysis and prognosis of the vocational training requirement others website transparency and certification
Product information:	The main outcomes of the project are: - A table of correspondence between each certification and the certification described in the shared reference. It allows for every mobility project to find the most relevant training content to an equivalency certification, but also a description of the training programme and evaluation; - Quality charters for training centers and companies, in order to develop mutual trust between partners; - An adaptation of the tools offered by ECVET: Membership Agreement (Memorandum of Understanding), Learning Agreement, Personal transcript of learning achievements; - An association that enables registered members to consolidate the network on the basis of common rules. The association also ensures the sustainability of the project with identified financial resources and a steering committee. Project sustainability is ensured by the definition of rules enabling the entry of new members and the adoption of the name NETINVET for the association, which opens the possibility to integrate other certifications than “assistant in international trade”; - Support and information tools for members of the network, in particular: * A website www.netinvet.eu that allows network members to interact, set up new projects and organize exchange of students; * Methodological guidelines helping to build ECVET mobility projects The first tangible results of the project RECOMFOR: - The development of the Association NETINVET: 38 training centers and 6 national professional organizations in the sector have joined the association and actively

Project Information

participated in the first general assembly;
- The development of mobility: more than 150 exchanges took place in 2009-2011 and are developed in 2012. They take place as part of training in the training center and in company through work placement. They involve a growing number of partners and countries. These exchanges gradually take the form of mobility operations in the spirit of ECVET:
* With duration slowly getting sufficient (3 weeks to 3 months) to assess learning outcomes that can enter the certification process;
* With progressive use of ECVET tools, in particular the learning agreement, even if the national regulatory requirements do not always include yet the
possibility to consider ECVET points or recognition of the assessment performed abroad. The conditions are nevertheless met for a quick switch when the
regulations will be adapted;
- The opening of the association NETINVET to new certifications, in particular transport and logistics, with thirty new members expected early 2012.
More information on www.netinvet.eu and www.recomfor.eu

Projecthomepage: http://www.recomfor.eu/

Project Contractor

Name:	Confédération Française du Commerce Interentreprise
City:	Paris
Country/Region:	Ile De France
Country:	FR-France
Organization Type:	association/non-governmental organisation
Homepage:	http://www.cgi-cf.com/

Contact Person

Name:	Sophie SALIN
Address:	18 rue des Pyramides
City:	Paris
Country:	FR-France
Telephone:	+33(0)1 4455 3502
Fax:	+33(0)1 4286 0183
E-mail:	ssalin@cgi-cf.fr
Homepage:	http://www.cgi-cf.com/

Coordinator

Name:	Centre International d'Etudes Pédagogiques - CIEP
City:	Sèvres
Country/Region:	Ile De France
Country:	FR-France
Organization Type:	public institution
Homepage:	http://www.ciep.fr

Contact Person

Name:	Richard MANIAK
Address:	107 Rue de Grenelle
City:	Paris
Country:	FR-France
Telephone:	+33 (0)1 55 55 30 03
Fax:	+33 (0)1 55 55 30 35
E-mail:	richard.maniak@education.gouv.fr
Homepage:	http://www.ciep.fr

Partner

Partner 1

Name: Center RS za Poklicno Izobrazevanje
City:
Country/Region: Slovenija
Country: SI-Slovenia
Organization Type: National Agency
Homepage:

Partner 2

Name: Fondazione Giacomo Rumor Centro Produttivita Veneto
City:
Country/Region: Veneto
Country: IT-Italy
Organization Type: employers' organisation
Homepage: http://www.cpv.vi.it/files/index.cfm?id_rst=1

Partner 3

Name: Gospodarska Zbornica Slovenije, Center za Poslovno Usposabljanje
City:
Country/Region: Slovenija
Country: SI-Slovenia
Organization Type: joint body
Homepage:

Partner 4

Name: Centrul National De Dezvoltare a Invatamantului Profesional si Technic TVET
City:
Country/Region: Bucuresti
Country: RO-Romania
Organization Type: National Agency
Homepage:

Partner

Partner 5

Name: Camera de Comert si Industrie a Municipiului Bucuresti
City:
Country/Region: Bucuresti
Country: RO-Romania
Organization Type: employers' organisation
Homepage:

Partner 6

Name: Narodni Ustav Odborného Vzdelavani
City:
Country/Region: Praha
Country: CZ-Czech Republic
Organization Type: National Agency
Homepage:

Partner 7

Name: Organisation for Vocational Education and Training OEEK
City:
Country/Region: Attiki
Country: EL-Greece
Organization Type: National Agency
Homepage: http://www.oeek.gr/index2.html

Partner 8

Name: Albeda College / IBS
City: Rotterdam
Country/Region: Zeeland
Country: NL-Netherlands
Organization Type: university/Fachhochschule/academy
Homepage: http://www.albeda.nl/english/

Partner

Partner 9

Name: Conseil de l'Education et dela Formation de la Communauté Française de Belgique
City:
Country/Region: Bruxelles Cap, Brussel Hof
Country: BE-Belgium
Organization Type: National Agency
Homepage: http://www.cfwb.be/

Partner 10

Name: Confederaçao do Comercio e Serviços de Portugal
City:
Country/Region: Lisboa
Country: PT-Portugal
Organization Type: employers' organisation
Homepage:

Partner 11

Name: Generalitat de Catalunya
City: Barcelona
Country/Region: Cataluna
Country: ES-Spain
Organization Type: public institution
Homepage: http://www.gencat.cat/temes/cat/educacio.htm

Partner 12

Name: AGEFA PME
City:
Country/Region: Ile De France
Country: FR-France
Organization Type: association/non-governmental organisation
Homepage: http://www.agefa.org/

Partner

Partner 13

Name:	Kenniscentrum Handel
City:	
Country/Region:	Gelderland
Country:	NL-Netherlands
Organization Type:	association/non-governmental organisation
Homepage:	

Partner 14

Name:	Centro de Formaçao Profisional para o Comercio e Afins
City:	
Country/Region:	Lisboa
Country:	PT-Portugal
Organization Type:	joint body
Homepage:	http://www.cecoa.pt/entrada/index.htm

Partner 15

Name:	Ufficio scolastico proviciale di Venezia
City:	
Country/Region:	Veneto
Country:	IT-Italy
Organization Type:	public institution
Homepage:	http://www.istruzionevenezia.it/

Project Files

RECOMFOR_Leaflet_en.pdf

http://www.adam-europe.eu/prj/5531/prj/RECOMFOR_Leaflet_en.pdf

RECOMFOR_Presentation_detailed.pdf

http://www.adam-europe.eu/prj/5531/prj/RECOMFOR_Presentation_detailed.pdf

Products

1 Comparative guide to the network's possible statuses

2 Comparative guide to training organisation

3 Work placement trainee guide

4 Work placement tutor guide

5 ECVET guide on recognition and transfer in RECOMFOR

6 Quality charter for training centres

7 Quality charter for companies

8 Creation of a seal of approval for training centres

9 Creation of a seal of approval for companies

10 Creation of the mobility platform

11 Methodological guide to network structuring

12 Methodological guide to mobility in training

13 Methodological guide to work placements

14 Methodological guide to recognition and transfer

15 Seal of approval guide for training centres and companies

16 Communication tools on the project - Brochure

17 Project website

18 Public interim report

19 Questionnaire work placement in Company (students version)

20 Questionnaire work placement in company (teacher version)

21 Newsletters

22 Methodological guideline to quality procedures

23 Final public report

Product 'Comparative guide to the network's possible statuses'

Title:	Comparative guide to the network's possible statuses
Product Type:	others
Marketing Text:	
Description:	This document compares the possible options regarding the status of the future network. It is based both on external legal advice and the results of the questionnaire. It provided the elements for the project members to reach a decision by giving solutions according to such factors as the members' statuses (public/private organisations, government departments), their possible involvement and the network's activity and to the accessible sources of financing. It will also give the solutions adopted by similar Europe-wide networks. Implementation of work package no. 6
Target group:	
Result:	
Area of application:	
Homepage:	http://www.recomfor.eu/
Product Languages:	English French

product files

Comparative guide EN

recomfor_legalstructure_guide_EN.pdf

http://www.adam-europe.eu/prj/5531/prd/3/2/recomfor_legalstructure_guide_EN.pdf

Comparative guide FR

recomfor_juridique_guide_FR.pdf

http://www.adam-europe.eu/prj/5531/prd/3/3/recomfor_juridique_guide_FR.pdf

Product 'Comparative guide to training organisation'

Title:	Comparative guide to training organisation
Product Type:	procedure for the analysis and prognosis of the vocational training requirement
Marketing Text:	
Description:	The comparative guide to organisation is created by the CECOA using the results of a survey. It comes in the form of: - a corpus of records describing the teaching organisation of each training centre; - a comparative analysis giving a typology of the teaching organisations to render the corpus clearer and enable each centre to position itself in relation to the others.
Target group:	
Result:	
Area of application:	
Homepage:	http://www.recomfor.eu/
Product Languages:	English

product files

RECOMFOR TOCG Appendix.xls

http://www.adam-europe.eu/prj/5531/prd/7/1/RECOMFOR%20TOCG%20Appendix.xls

RECOMFOR TOCG.pdf

http://www.adam-europe.eu/prj/5531/prd/7/1/RECOMFOR%20TOCG.pdf

Product 'Work placement trainee guide'

Title:	Work placement trainee guide
Product Type:	
Marketing Text:	
Description:	Knowing that work placements are not widespread, this guide assist the students in: - the choice of country and company; - the practical organisation of the work placement; - their teaching organisation and supervision. It also comprises a country guide giving specifics regarding status, social cover, etc.
Target group:	
Result:	
Area of application:	
Homepage:	http://www.recomfor.eu/
Product Languages:	English

product files

RECOMFOR_trainee_guide.pdf

http://www.adam-europe.eu/prj/5531/prd/13/1/RECOMFOR_trainee_guide.pdf

Product 'Work placement tutor guide'

Title:	Work placement tutor guide
Product Type:	
Marketing Text:	
Description:	This guide targets the tutor in work placement. It aims to facilitate the student's integration within the company and to make the company an effective party in the training.
Target group:	
Result:	
Area of application:	
Homepage:	http://www.recomfor.eu/
Product Languages:	English

product files

RECOMFOR_tutor_guide.pdf

http://www.adam-europe.eu/prj/5531/prd/14/1/RECOMFOR_tutor_guide.pdf

Product 'ECVET guide on recognition and transfer in RECOMFOR'

Title:	ECVET guide on recognition and transfer in RECOMFOR
Product Type:	
Marketing Text:	
Description:	This report has been made as part of the RECOMFOR Project, Work Package 4: The European Credit System for Vocational Education and Training (ECVET). The aim of this WP ECVET is to realize a transfer, validation and certification of Learning outcomes. In this case Transparency is the key word.
Target group:	
Result:	
Area of application:	
Homepage:	
Product Languages:	English

product files

RECOMFOR ECVET guide Appendix.pdf

http://www.adam-europe.eu/prj/5531/prd/18/1/RECOMFOR%20ECVET%20guide%20Appendix.pdf

RECOMFOR ECVET guide.pdf

http://www.adam-europe.eu/prj/5531/prd/18/1/RECOMFOR%20ECVET%20guide.pdf

Product 'Quality charter for training centres'

Title:	Quality charter for training centres
Product Type:	
Marketing Text:	
Description:	It describes the expectations all the network partners have of a training centre in terms of: - quality of training the training centre offers; - quality of the administrative and educational supervision; - connection with the economic environment; - quality of the hosting offered to trainees from foreign countries. This charter has been sent at the end of the first year of the project as an objective all the centres need to reach. It has been the basis of their candidature to receive a seal of approval.
Target group:	
Result:	
Area of application:	
Homepage:	
Product Languages:	

product files

RECOMFOR qualitycharter_trainingcentres.doc

http://www.adam-europe.eu/prj/5531/prd/21/1/RECOMFOR%20qualitycharter_trainingcentres.doc

Product 'Quality charter for companies'

Title:	Quality charter for companies
Product Type:	
Marketing Text:	
Description:	Describes the expectations all the network partners have of a company hosting foreign trainees in terms of: - quality of training the company offers; - quality of tutor's supervision; - connection with the career training; - quality of the hosting offered to trainees from foreign countries. This charter has been sent at the end of the first year of the project as an objective all the partner companies need to reach. It has been the basis of their candidature to receive a seal of approval.
Target group:	
Result:	
Area of application:	
Homepage:	
Product Languages:	English

product files

RECOMFOR qualitycharter_companies.doc

http://www.adam-europe.eu/prj/5531/prd/22/1/RECOMFOR%20qualitycharter_companies.doc

Product 'Creation of a seal of approval for training centres'

Title:	Creation of a seal of approval for training centres
Product Type:	
Marketing Text:	
Description:	The seal of approval includes: - a set of criteria for approval determined in the quality charter; - a set of procedures for accreditation; - a set of procedures for quality monitoring; - a set of tools to communicate about the seal of approval.
Target group:	
Result:	
Area of application:	
Homepage:	
Product Languages:	English

product files

RECOMFOR seal training centers.pdf

http://www.adam-europe.eu/prj/5531/prd/23/1/RECOMFOR%20seal%20training%20centers.pdf

Product 'Creation of a seal of approval for companies'

Title:	Creation of a seal of approval for companies
Product Type:	
Marketing Text:	
Description:	The seal of approval includes: - a set of criteria for approval determined in the quality charter; - a set of procedures for accreditation; - a set of procedures for quality monitoring; - a set of tools to communicate about the seal of approval.
Target group:	
Result:	
Area of application:	
Homepage:	
Product Languages:	English

product files

RECOMFOR seal company.pdf

http://www.adam-europe.eu/prj/5531/prd/24/1/RECOMFOR%20seal%20company.pdf

Product 'Creation of the mobility platform'

Title:	Creation of the mobility platform
Product Type:	
Marketing Text:	
Description:	The mobility platform is being built based on the specifications from its different functionalities: network operations, mobility between training centres, work placements abroad, quality approach. It provides all functionalities such as: matching offers with requests for mobility, but also providing support for the exchanges in terms of methodology. http://www.netinvet.eu
Target group:	
Result:	
Area of application:	
Homepage:	http://www.netinvet.eu
Product Languages:	English French

Product 'Methodological guide to network structuring'

Title:	Methodological guide to network structuring
Product Type:	
Marketing Text:	
Description:	This methodological guideline focuses on how to build a mobility network at European level involving VET providers. It builds on the results of RECOMFOR project and aims at giving some hints for any project promoter who would like to structure a network in another context (other certifications, other countries…).
Target group:	
Result:	
Area of application:	
Homepage:	http://www.recomfor.eu/
Product Languages:	English

product files

RECOMFOR Network.pdf

http://www.adam-europe.eu/prj/5531/prd/34/1/RECOMFOR%20Network.pdf

Product 'Methodological guide to mobility in training'

Title:	Methodological guide to mobility in training
Product Type:	
Marketing Text:	
Description:	This methodological guideline focuses on how to develop mobility exchanges abroad for learners within training centres in a network. It builds on the results of RECOMFOR project and aims at giving some hints for any VET provider who would like to organize mobility exchange abroad in a network in another context (other qualifications, other countries…).
Target group:	
Result:	
Area of application:	
Homepage:	http://www.recomfor.eu/
Product Languages:	English

product files

RECOMFOR Mobility.pdf

http://www.adam-europe.eu/prj/5531/prd/35/1/RECOMFOR%20Mobility.pdf

Product 'Methodological guide to work placements'

Title:	Methodological guide to work placements
Product Type:	
Marketing Text:	
Description:	This methodological guideline focuses on how to develop mobility operations abroad for learners in a context of work placement within a network of training centers. It builds on the results of RECOMFOR project and aims at giving some hints for any project promoter who would like to organize on-the-job training abroad in a network in another context (other certifications, other countries…).
Target group:	
Result:	
Area of application:	
Homepage:	http://www.recomfor.eu/
Product Languages:	English

product files

RECOMFOR Workplacements.pdf

http://www.adam-europe.eu/prj/5531/prd/36/1/RECOMFOR%20Workplacements.pdf

Product 'Methodological guide to recognition and transfer'

Title:	Methodological guide to recognition and transfer
Product Type:	
Marketing Text:	
Description:	This methodological guideline focuses on how to facilitate recognition and transfer of learning outcomes acquired during mobility experiences abroad, in the context of a European network. It builds on the results of RECOMFOR project and aims at giving some hints for any VET provider who would like to give this opportunity to its learners and start getting prepared for ECVET implementation.
Target group:	
Result:	
Area of application:	
Homepage:	http://www.recomfor.eu/
Product Languages:	English

product files

RECOMFOR Recognition.pdf

http://www.adam-europe.eu/prj/5531/prd/37/1/RECOMFOR%20Recognition.pdf

Product 'Seal of approval guide for training centres and companies'

Title:	Seal of approval guide for training centres and companies
Product Type:	
Marketing Text:	
Description:	It is based on the outcomes of work package no. 1. It consists in taking these outcomes out of their context to standardise them and determining methodological principles to follow in organising mutual recognition according to ECVET principles and backing up decisions in the RECOMFOR project. It provides some practical advice. It is designed for communication to be used in meetings, but also for wider distribution
Target group:	
Result:	
Area of application:	
Homepage:	http://www.recomfor.eu/
Product Languages:	English

product files

RECOMFOR seal_cp.pdf
http://www.adam-europe.eu/prj/5531/prd/38/1/RECOMFOR%20seal_cp.pdf

RECOMFOR seal_tc.pdf
http://www.adam-europe.eu/prj/5531/prd/38/1/RECOMFOR%20seal_tc.pdf

Product 'Communication tools on the project - Brochure'

Title:	Communication tools on the project - Brochure
Product Type:	
Marketing Text:	
Description:	These are general communication materials such as brochures or posters about the network, its objectives, opportunities for students, training centres and companies. They are intended to be used at will by all the partners when they have occasion to provide information on the project. A number of them will be available in French and English and the templates will also be available for customisation or translation into other languages.
Target group:	
Result:	
Area of application:	
Homepage:	http://www.recomfor.eu/
Product Languages:	English French

product files

RECOMFOR_ENG_FINAL.pdf

http://www.adam-europe.eu/prj/5531/prd/42/1/RECOMFOR_ENG_FINAL.pdf
RECOMFOR brochure in English

RECOMFOR_FR_FINAL.pdf

http://www.adam-europe.eu/prj/5531/prd/42/1/RECOMFOR_FR_FINAL.pdf
RECOMFOR brochure in French

Product 'Project website'

Title:	Project website
Product Type:	
Marketing Text:	
Description:	The online storefront is for ongoing communication on project updates throughout the project. The site will be hosted on the CGI server to ensure its continuity. Content will be provided by accredited partners in each of these countries. http://www.recomfor.eu
Target group:	
Result:	
Area of application:	
Homepage:	http://www.recomfor.eu/
Product Languages:	English

Product 'Public interim report'

Title:	Public interim report
Product Type:	others
Marketing Text:	
Description:	This is the public interim report produced at the midterm of the project.
Target group:	
Result:	
Area of application:	
Homepage:	http://www.recomfor.eu/
Product Languages:	French

product files

2008_1946_PR_RECOMFOR.pdf
http://www.adam-europe.eu/prj/5531/prd/53/1/2008_1946_PR_RECOMFOR.pdf

Product 'Questionnaire work placement in Company (students version)'

Title:	Questionnaire work placement in Company (students version)
Product Type:	
Marketing Text:	
Description:	This questionnaire collects learners' opinions and impressions concerning their experience after they have accomplished a mobility work placement in a company member of the RECOMFOR network.
Target group:	
Result:	
Area of application:	
Homepage:	http://www.recomfor.eu/
Product Languages:	English

product files

RECOMFOR q_students.pdf

http://www.adam-europe.eu/prj/5531/prd/54/1/RECOMFOR%20q_students.pdf

Product 'Questionnaire work placement in company (teacher version)'

Title:	Questionnaire work placement in company (teacher version)
Product Type:	
Marketing Text:	
Description:	This questionnaire collects teacher's opinions and impressions concerning the way in which the work placement in companies has been carried out.
Target group:	
Result:	
Area of application:	
Homepage:	http://www.recomfor.eu/
Product Languages:	English

product files

RECOMFOR q_teachers.pdf

http://www.adam-europe.eu/prj/5531/prd/55/1/RECOMFOR%20%20q_teachers.pdf

Product 'Newsletters'

Title:	Newsletters
Product Type:	
Marketing Text:	
Description:	This are the newsletters produced during the project RECOMFOR.
Target group:	
Result:	
Area of application:	
Homepage:	
Product Languages:	English

Product 'Methodological guideline to quality procedures'

Title:	Methodological guideline to quality procedures
Product Type:	
Marketing Text:	
Description:	This methodological guideline focuses on how to insure the quality of the network and building mutual trust. Mutual trust depends on the transparency of the training and assessment process, but also on setting explicit quality standards that serve as reference points and which all the partners (companies that take in trainees and training centres) pledge to follow. This guideline builds on the results of RECOMFOR project and aims at giving some hints for any project promoter who would like to organize mobility operations abroad in a network in another context(other certifications, other countries…).
Target group:	
Result:	
Area of application:	
Homepage:	http://www.recomfor.eu/
Product Languages:	English

product files

RECOMFOR Quality.pdf

http://www.adam-europe.eu/prj/5531/prd/57/1/RECOMFOR%20Quality.pdf

Product 'Final public report'

Title:	Final public report
Product Type:	others
Marketing Text:	This public report is a synthesis of RECOMFOR project and its achievements.
Description:	Main challenges, aims, outcomes, results and conclusions.
Target group:	It is aimed at peers and is intended for widespread public dissemination.
Result:	
Area of application:	
Homepage:	
Product Languages:	English

product files

Final public report

2008_1946_FR_RECOMFOR.pdf
http://www.adam-europe.eu/prj/5531/prd/58/2/2008_1946_FR_RECOMFOR.pdf