

EUROPASS+ 2 – LLP TOI

Proposal for Monitoring and Evaluation Plan

Aims, actors, methodologies and tools, phases, deliverables

25 February 2010

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General aims of the project

- The project aims at **fostering the usability of Europass**, paying particular attention to the conditions needed to develop mutual trust between companies and job seekers about the use of the Europass CV (Zones of mutual trust ZMT).
- **To enhance and further develop the existing model (Europass+)** in order to **describe competences in terms of learning outcomes (L.O.)** acquired in formal, non formal and informal contexts (particularly the last two ones). In that way the learning results can be made transparent, readable and transferable, **bridging the gap between VET system and labour market and adding value to work experiences in order to award a qualification or part of it** (National qualification frameworks and the shift to outputs-based approach)
- **To extend the Europass tools towards a wider and more diversified public** consisting of workers expelled from productive processes, notably low-skilled and job seekers adult (user friendly tools)

Different dimensions of evaluation

Evaluation of the system

- **Monitoring and analysis of the Project management**, in order to verify the respect of the *timetable*, the *effectiveness* and *efficiency* of the partnership (both at national and transnational level) and to foster adaptations and *continuous improvement* of the process.

Evaluation of deliverables

- **Analysis and e evaluation of the products (deliverables)**, to verify the achievement of the expected results: *adaptability of the model*, *usability* of procedures and tools, *involvement* of the stakeholders, *coherence* of the model with respect to the European and national mainstream policies in the field of qualification transparency.

General reference criteria

- **Coherence** of the *results* with respect to the original or redefined *aims* and specific goals of the Project, including the respect of the timetable and of the methodological approach.
- **Pertinence** of the deliverables, with reference to the project *aims*, to the *contexts* of application and to the different typologies of *final users needs* (usability, added value provided by the tools, etc.)
- **Sustainability** of the results, considering *opportunities and threats* related to their *implementation* during and at the end of the Project (costs, coaching needs, stakeholders to involve)

Indicators for evaluation of the system (in progress)

Evaluation area	Criteria / Indicators
<i>Project Management</i>	<ul style="list-style-type: none"> ▪ Level of respect of the timetable and deliverables ▪ Level of effectiveness and integration of coordination (national and international levels) ▪ Level of efficiency of internal / external communication ▪ Level of effectiveness of financial planning and management of the Project
<i>Transfer of innovation</i>	<ul style="list-style-type: none"> ▪ Level of adaptability of the Model ▪ Level of effectiveness and coherence of assessment procedures and tools, as evaluated by the stakeholders and by the actors ▪ Level of usability of the Model and of the tools (as evaluated by the final users and by the actors) ▪ Level of coherence of the Model with respect to the EU and national policies and tools
<i>Transnational cooperation</i>	<ul style="list-style-type: none"> ▪ Level of coherence, effectiveness and integration of partners contributions ▪ Level of efficiency and participation at the transnational meetings ▪ Level of capability to share codes and approaches, building up mutual understanding
<i>Valorization</i>	<ul style="list-style-type: none"> ▪ Number and significance of stakeholders and actors involved in the project ▪ Degree of innovation and effectiveness of the communication ▪ Level of adaptability of the Model to wider national / sectoral contexts ▪ Quality of the deliverables (scientific approach, clearness, usability)

Indicators for evaluation of the deliverables (in progress)

Deliverables	Criteria / Indicators
Website of the Europass+ 2 project	<ul style="list-style-type: none"> - Number of visitors, characteristics and typologies (coherence) - Suggestions and remarks concerning usability and contents (pertinence) - Remarks and satisfaction of “internal” users of the platform - Remarks and satisfaction of final users of the web tool
Online support tool for documenting informally acquired competences in the Europass Curriculum Vitae (and Mobility document): target group of trainees and training personnel	<ul style="list-style-type: none"> - Level of manageability and comprehensibility for the final users, through direct questioning and/or data collected during the actual use of the tool – (pertinence, sustainability) - Level of adaptability throughout Europe while, updating and completeness of the tool - Connection to the levels of the EQF - Level of satisfaction and remarks of the final users (different typologies), concerning the usefulness of the tool to document informally acquired competences to fill in the Europass CV form
Information brochure for the target group of trainees and (company) training personnel	<ul style="list-style-type: none"> - Level of manageability and comprehensibility for the final users, through direct questioning and/or data collected during the actual use of the tool – (pertinence, sustainability) - Level of adaptability throughout Europe while, updating and completeness of the tool - Connection to the levels of the EQF - Level of satisfaction and remarks of the final users (different typologies), concerning the usefulness of the tool to document informally acquired competences to fill in the Europass CV form
Final publication	<ul style="list-style-type: none"> - Level of coherence, effectiveness of the advertising - Level of readability and effectiveness of the documents - Suggestions and remarks of the target groups concerning the lay out and contents of the brochure and of the publication

Phases and deliverables

- Delivering and approval of the **Monitoring and Evaluation Plan**, including an **Ex-ante evaluation**, considering the *expectations* of the partners, the analysis of *opportunities and threats* existing in the framework. The ex-ante evaluation report defines *final criteria* and detailed monitoring steps supporting evaluation (after the first transnational meeting, where a draft of the Plan is being presented and discussed)
- Delivering of the **Intermediate Evaluation report** (to be integrated in the Intermediate Report of the Project), including *monitoring data*, **SWOT** of the results of the initial WPs, *suggestions* emerging from the first testing of the tools) and *adaptations* introduced according to the ex-ante evaluation report
- Delivering of the **Final Evaluation report** (to be integrated in the Final Report of the Project), including *monitoring data*, **SWOT** of the final results of the project, *suggestions* emerging from the wider testing of the Model and tools) and *adaptations* introduced according to the testing results