



## 5th Transnational Partnership Meeting of the DAISS Project

### FORSAS

23rd – 24th May 2013

### Minutes of the Meeting

#### Day 1

#### **Thursday 23rd May 2013**

Present: – Hilary Hale, Val Sanders, Monica Balaj, Assenka Hristova, Vilma Tubutiene, Paola del Giudice, Asta Jasiulioniene, Daniele Garulla, Paolo Tubino

Apologies from IPA SA (Romania); HRDC (Greece); SPI (Portugal)

#### **First Work Session (facilitated by ATM)**

The session began with a review of the minutes and action points from the last meeting. These were agreed by all partners and signed off as an accurate account of proceedings. This was followed by a review of the agenda for the 5<sup>th</sup> meeting. The schedule was agreed by all present.

- Review of Quarter 6 activities including actions from previous meeting. This focused primarily on issues arising from the second pilot. It was reiterated that SIC, IWG and IT still had translation issues to be addressed post pilot.
- Other technical issues were discussed briefly.

**Action point: Partners were asked to ensure that Jackie was aware of all technical issues.**

- Generally it was agreed that the 2<sup>nd</sup> pilots were well received and that there was significantly more interest from employers.

#### **Second Work Session: Review of Pilot 2 (facilitated by ASEV)**

- The partners present at the meeting gave a presentation on the results of Pilot 2. Each in turn reported on market segments (in relation to target groups), commented on their employer engagement techniques, numbers of participants and outcomes from job matching. Where piloting has been completed, the results have been reported and posted in dropbox.

**Action points: all partners to send completed evaluation questionnaires and pilot reports to SIC/Vilma for collation and reporting. The deadline for this was agreed as 30th June with the exception of FORSAS who will complete their reporting at the end of July. The full report to be available to all partners by mid August.**



The DAISS Project



### **Third Work Session: Review of Dissemination Activities**

All partners gave an update on their recent dissemination activities. It was agreed that project biographies (clipping reports) should be produced following the excellent example provided by IWG. The production of individual case studies was also discussed and partners agreed that a template would ensure uniformity and make it easier to upload information to the project website.

**Action point: Vilma to devise a format for the presentation of case studies and distribute to partners by 14<sup>th</sup> June**

**Action Point: Evidence of dissemination to be sent to Nita (ATM) by 20<sup>th</sup> June in time for National Agency presentation in UK on 25<sup>th</sup> June**

**Action point: Partners to update and send contact database to Nita (ATM) by 14<sup>th</sup> June**

### **Day 2**

#### **Friday 24th May 2013**

Prior to the 4<sup>th</sup> work session there was a brief discussion on planning for the final transnational meeting in Greece. The dates were confirmed as 12<sup>th</sup>/13<sup>th</sup> September. An outline agenda was agreed to include:

Day 1:

- Project Evaluation
- Best practice and lessoned learned
- Exploitation

Day 2:

- Dissemination conference (to be organised by HRDC)
- Preparation for the Final Report (Financials and evidence checklist)

**Action point: ATM to confirm with HRDC that they are in a position to host the dissemination event (preferably in Athens) and also to ensure the presence of an audience comprising relevant stakeholders and interested parties.**

### **Fourth/fifth Work Session**

- These Work Sessions commenced with a brief overview and reminder of the importance of Impact Assessment. It was stressed that each partner needed to consider what has happened and changed as a result of project activity. It was agreed that the template for Impact Assessment needed some modification as each partner had interpreted measurements & responses required in a different way, making it virtually impossible to collate results. Vilma (External Evaluator) is to re-populate the section (***what are we measuring***) of the template to ensure uniformity of responses.

**Action point: Vilma to distribute modified template to partners by Friday 7<sup>th</sup> June**

### **Forth/fifth Session - From Impact to Exploitation:**

This session focused on the importance of exploitation particularly in the final few months of the project and beyond. All partners were encouraged to consider non-commercial exploitation in their own countries, in particular opportunities for mainstreaming and multiplication and feedback to the group. ATM kicked off the discussion with an example of how DAISS has been mainstreamed in the UK in a number of large FE institutions and how it has become embedded in the employability offer to learners.

**Action point: ATM to distribute to partners examples of employability curricula and also facts and figures regarding use of the system in the UK (by 7<sup>th</sup> June)**

- This was followed by a round the table discussion on mainstreaming opportunities in partner countries. It was agreed that where there was no employability curriculum (Bulgaria for example) the UK model could not be implemented. However, all partners agreed that there were opportunities for multiplication through future projects.
- Commercial Exploitation – Hilary (ATM) did a short presentation as an example of how to ‘sell’ the diagnostic into VET institutions as preparation for the session on commercial exploitation

### ***Sixth/seventh Work Session – Commercial Exploitation Opportunities***

- ATM led the session with a recap on the agency model and how this would work in practice. Hilary illustrated the ongoing running costs associated with the platform and suggested that in order to cover these costs, Agents could pay an annual licence fee and a small commission on each report produced. Examples of other reports produced by the system were distributed to partners. It was pointed out that these were currently in English and would have to be translated

**Action Point: Hilary to send examples of these to partners to assist in decision making going forward.**

- The session continued with individual advice sessions where partners had the opportunity to discuss with ATM their particular circumstances and intentions with regard to commercialisation
- During this time the group worked on an exploitation exercise, reviewing project results and indicating which were exploitable and how this could be achieved.

At the conclusion of the meeting all partners were asked to complete an evaluation of the work sessions.

Date for the final Transnational meetings was confirmed as 12<sup>th</sup> – 13<sup>th</sup> September in Athens, Greece (2 days)

The meeting concluded at 5.p.m.