Projects and Products Portal for Leonardo da Vinci

Quality assurance in mobility - mentoring and learning outcomes (Q-Mentor)

DE/12/LLP-LdV/TOI/147552

http://www.adam-europe.eu/adam/project/view.htm?prj=9818

Project Information

Title: Quality assurance in mobility - mentoring and learning outcomes (Q-Mentor)

Project Number: DE/12/LLP-LdV/TOI/147552

Year: 2012

Project Type: Transfer of Innovation

Status: completed

Country: DE-Germany

Marketing Text: Following the EU-Commission, the basic intention of “Q-Mentor” is to increase the number of mobilities and recognize acquired competences. The project follows the EU priority “Development and transfer of mobility strategies in VET”. Thereby our partnership consortium aims at improving the quality of mobility experiences due to sustainable implementation of instruments for better transparency and recognition. As for the strategic aim, we organize mobility experiences for apprentices with high value within lasting and effective cooperative structures in order to implement valid learning outcomes as a standard for mobility. Mentors in receiving and sending companies play a strategic role in the process of organizing, carrying out and evaluating mobility experiences; therefore they are to be seen as key for quality assurance. We focus on their training in how to understand and apply the mentioned instruments for transparency and recognition of the learners` competences(ECVET).

Summary: To reach our aims for a “Quality-mentor” with a high knowledge on the topic ECVET in mobility,we developed a special training curricula with the following topics:
- Practical knowledge about the EU programme ERASMUS+ for learning mobility in VET
- Introduction to the ECVET toolbox
- Presentation of different player’s and their role in geographical mobility
- Tools, examples, good practice to aid successful ECVET integration
- Implementation of the Q-mentor qualification as part of the quality assurance in mobility
- Transparency and trust in different national VET-systems
-Implementation of valid learning outcomes in mobility’s

We consider the competence of supervisors /mentors in host companies to be an important factor. Many of them are used to host trainees but are not aware of their role to assure the quality of motilities. That is why we founded a consortium consisting of partners at institutional level/ system-level (f-bb, CCI Terassa, IHK-PG) and at application/ practical level (Foyle, MEMo, ALFMED). Finally we implemented the Q-Mentor Qualification as sustainable part of the quality assurance in geographical mobility. (mutual trust = MoU)

Description: We started the project with a survey in more than 30 active host companies in the partner countries. The general idea was to make a snapshot about the knowledge in the field of ECVET and learning mobility. The final report about this survey “Quality assurance in mobility-mentoring and learning outcomes” is published under our project products. Regarding the type of transfer, we import the “Q-placement Handbook” (www.q-placements.eu) from Spain to DE, FR, MT and the UK across sectors. This handbook defines the role of relevant actors in mobility. Our special focus in this q-placement-handbook was the role of the mentor and we designed a training curriculum for qualified mentoring and learning outcome (Q-Mentor).

Themes:
*** Utilization and distribution of results
*** Quality
*** Intercultural learning
*** Sustainability
*** Lifelong learning
*** Recognition, transparency, certification
*** Enterprise, SME
*** Initial training

Sectors:
*** Public Administration and Defence; Compulsory Social Security
*** Administrative and Support Service Activities
*** Education

Project Information

Product Types:	modules open and distance learning program or curricula teaching material transparency and certification material for open learning website evaluation methods
Product information:	(for download = look to project products) 01: Q-mentor handbook (DE/EN/FR/ES) 02: Q-mentor Curricula (DE/EN/FR/ES) 03: DistanceLearningPlatform (teaching&training material ECVET;Q-Mentor) 04: Evaluation report from National workshops 05: Leaflet "Q-Mentor" (DE/EN/FR/ES) 06: Virtual moodle communication Platform 07: WEB-Site: www.q-mentor.eu 08: Analysis report: "Quality assurance in mobility - mentoring and learning outcome"
Projecthomepage:	http://www.q-mentor.eu

Project Contractor

Name:	IHK-Projektgesellschaft mbH
City:	Frankfurt (Oder)
Country/Region:	Brandenburg
Country:	DE-Germany
Organization Type:	chamber
Homepage:	http://www.ihk-projekt.de

Contact Person

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Coordinator

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Partner

Partner 1

Name:	Cambra Oficial Comerç i Indústria de Terrassa
City:	Terrassa
Country/Region:	Cataluna
Country:	ES-Spain
Organization Type:	chamber
Homepage:	http://www.cambraterrassa.es

Partner 2

Name:	Forschungsinstitut Betriebliche Bildung (f-bb) gGmbH
City:	Nürnberg
Country/Region:	Bayern
Country:	DE-Germany
Organization Type:	research institution
Homepage:	http://www.f-bb.de

Partner 3

Name:	ALFMED
City:	Perpignan
Country/Region:	Languedoc-Roussillon
Country:	FR-France
Organization Type:	continuing training institution
Homepage:	http://www.alfmed.com

Partner 4

Name:	Malta European Mobility - MEMo Ltd
City:	Gzira
Country/Region:	Malta
Country:	MT-Malta
Organization Type:	continuing training institution
Homepage:	http://www.maltamobility.org

Partner

Partner 5

Name:	Foyle International
City:	Derry City
Country/Region:	Northern Ireland
Country:	UK-United Kingdom
Organization Type:	continuing training institution
Homepage:	http://www.foyle.eu

Project Files

Handbook_DE.pdf

http://www.adam-europe.eu/prj/9818/prj/Handbook_DE.pdf

Handbook_EN.pdf

http://www.adam-europe.eu/prj/9818/prj/Handbook_EN.pdf

qmentor_curricula.pdf

http://www.adam-europe.eu/prj/9818/prj/qmentor_curricula.pdf

QMENTOR_HANDBOOK_French_Final.pdf

http://www.adam-europe.eu/prj/9818/prj/QMENTOR_HANDBOOK_French_Final.pdf

QMENTOR_HANDBOOK_Spanish_Final.pdf

http://www.adam-europe.eu/prj/9818/prj/QMENTOR_HANDBOOK_Spanish_Final.pdf

Q Mentor_leaflet_deutsch.pdf

http://www.adam-europe.eu/prj/9818/prj/Q%20Mentor_leaflet_deutsch.pdf

Q Mentor_leaflet_english.pdf

http://www.adam-europe.eu/prj/9818/prj/Q%20Mentor_leaflet_english.pdf

Q Mentor_leaflet_france druck.pdf

http://www.adam-europe.eu/prj/9818/prj/Q%20Mentor_leaflet_france%20druck.pdf

Q Mentor_leaflet_spain druck.pdf

http://www.adam-europe.eu/prj/9818/prj/Q%20Mentor_leaflet_spain%20druck.pdf

Report_Quality assurance in mobility - final version.pdf

http://www.adam-europe.eu/prj/9818/prj/Report_Quality%20assurance%20in%20mobility%20-%20final%20version.pdf

The report allows us to compare the different systems in each of the partner countries. We can see best practice, use it as a benchmarking tool and look at how each national country is working with the recommendations from Europe (NQF<>EQF). It has allowed us to identify any opportunities, developments and future plans. As one basis we used questionnaires, which are added as annex as well. The second basis on a more theoretical level are the information we collected in a wiki on the internal moodle platform by each partner on the national legal framework for traineeships.

Products

1 01_Handbook "q-mentor

2 02_Curricula "q-mentor"

3 03_DistanceLearningPlatform www.q-mentor.eu

4 04_Evaluation report about testing (only EN)

5 05_Leaflet "Q_mentor" (DE/EN/FR/ES)

6 06_project_internal_information and communication platform (moodle)

7 07_project web_site

8 08_Analysis report "Quality assurance in mobility-mentoring and learning outcomes" (only EN)

Product '01_Handbook "q-mentor'

Title:	01_Handbook "q-mentor
Product Type:	teaching material
Marketing Text:	Recommendations/guide for a qualified mentoring and learning outcome in geographical mobility
Description:	The handbook is an esential tool for our overall concept of training for mentors. It shall provide information and guidance to the mentors and will also be a product to be re-used after the projects end.
Target group:	in-company trainer/tutor;supervisor;mentor responsible for hosting international apprentices/interns.
Result:	
Area of application:	Geographical mobility sector initial vocational education and training
Homepage:	www.q-mentor.eu
Product Languages:	French

product files

Handbook EN

Handbook_DE.pdf

http://www.adam-europe.eu/prj/9818/prd/1/2/Handbook_DE.pdf
Q-Mentor Handbuch DE

Handbook_EN.pdf

http://www.adam-europe.eu/prj/9818/prd/1/2/Handbook_EN.pdf
Handbook EN

QMENTOR_HANDBOOK_French_Final.pdf

http://www.adam-europe.eu/prj/9818/prd/1/2/QMENTOR_HANDBOOK_French_Final.pdf
Q-Mentor Handbook French

QMENTOR_HANDBOOK_Spanish_Final.pdf

http://www.adam-europe.eu/prj/9818/prd/1/2/QMENTOR_HANDBOOK_Spanish_Final.pdf
Q-Mentor Handbook Spanish

Product '02_Curricula "q-mentor"'

Title:	02_Curricula "q-mentor"
Product Type:	program or curricula
Marketing Text:	Planned interaction of in-company trainer-workshop with instructional content, materials, resources (handbook+e-platform), and processes for evaluating the attainment of qualified mentoring and learning outcomes.
Description:	With the project we aim at implementing lasting co-operating structures among project partners and their network of host companies. Concerning this strategic aim we work on a training format which is based on the Q-Mentor curriculum and contains modules to foster transparency and trust in different national VET systems, the competent use of European transparency instruments (EQR;ECVET), as well as the implementation of valid units of learning outcomes.
Target group:	In-company trainers/tutors,mentors willing to host international apprentices/interns
Result:	
Area of application:	
Homepage:	
Product Languages:	English

product files

Curricula DE/EN/FR/ES

qmentor_curricula.pdf

http://www.adam-europe.eu/prj/9818/prd/2/3/qmentor_curricula.pdf
Q-Mentor Curricula in DE/EN/ES/FR

Product '03_DistanceLearningPlatform www.q-mentor.eu'

Title:	03_DistanceLearningPlatform www.q-mentor.eu
Product Type:	open and distance learning
Marketing Text:	Virtual classroom with teaching and learning material for q-mentor training courses. The platform can be entered via our project website www.q-mentor.eu, using the following login for guests and afterwards chosing the area "learning material Q-Mentor"
Description:	he distance learning platform is the basis for the training process. It incorporates facts of the Q-mentor-handbook. Combined with certain training instruments available on moodle it is a tool for guided learning and self study, which fulfills the needs of the Q-Mentors: it satisfies their interest in the topic and at the same time allows them to study according to their time set. The distance learning platform is also a good tool regarding sustainability and dissemination of the project and its products, since it can be used for other mentors outside the project now and in the future after the projects` end.
Target group:	in-company trainers/tutors;supervisor;mentor willing to host international interns
Result:	
Area of application:	
Homepage:	
Product Languages:	English

Product '04_Evaluation report about testing (only EN)'

Title:	04_Evaluation report about testing (only EN)
Product Type:	evaluation methods
Marketing Text:	valuation report from the different q-mentor workshops.
Description:	The evaluation of our testing phase is of mayor interest because it allows a review of certain criteria of our products like usability, meeting the users needs now and in the future, sensitize the mentors for their important role in the implementation of successful learning mobilities etc.
Target group:	in-company trainer/tutors;mentors;supervisors
Result:	
Area of application:	
Homepage:	
Product Languages:	English

product files

Evaluation report

evaluation_report.pdf

http://www.adam-europe.eu/prj/9818/prd/4/2/evaluation_report.pdf
Evaluation report about testing phase.

Product '05_Leaflet "Q_mentor" (DE/EN/FR/ES)'

Title:	05_Leaflet "Q_mentor" (DE/EN/FR/ES)
Product Type:	distribution methods
Marketing Text:	Project brochure DE/EN/FR/ES
Description:	Fosters attention to our products and promotes re-using and adapting product for own needs, e.g. for VET institutions dealing with European mobilities, in-company trainers/mentors themselves etc.
Target group:	
Result:	
Area of application:	
Homepage:	
Product Languages:	English French German

product files

Leaflet

Q Mentor_leaflet_deutsch.pdf

http://www.adam-europe.eu/prj/9818/prd/5/2/Q%20Mentor_leaflet_deutsch.pdf
Q-Mentor Leaflet Deutsch

Q Mentor_leaflet_english.pdf

http://www.adam-europe.eu/prj/9818/prd/5/2/Q%20Mentor_leaflet_english.pdf
Leaflet EN

Q Mentor_leaflet_france druck.pdf

http://www.adam-europe.eu/prj/9818/prd/5/2/Q%20Mentor_leaflet_france%20druck.pdf
Q-Mentor Leaflet French

Q Mentor_leaflet_spain druck.pdf

http://www.adam-europe.eu/prj/9818/prd/5/2/Q%20Mentor_leaflet_spain%20druck.pdf
Q-Mentor Leaflet Spanish...

Product '06_project_internal_information and communication platform (moodle)'

Title:	06_project_internal_information and communication platform (moodle)
Product Type:	
Marketing Text:	A web-based communication platform for coordinating our work, distributing relevant information, discussing results and documents and comment each others posts.
Description:	It is a tool for project management. It also helps to compensate the distance between the project partners because it is easily accessible and enhances the communication. Administration, monitoring and reporting can be orchestrated with the help of moodle. This platform is also the basis for our distance learning system with our in-company trainer (Q-Mentor).
Target group:	only for project staff
Result:	
Area of application:	
Homepage:	
Product Languages:	English

Product '07_project web_site'

Title:	07_project web_site
Product Type:	website
Marketing Text:	www.q-mentor.eu
Description:	The website will be a useful information resource and dissemination tool, not just for those bodies and organisations involved in VET but also for beneficiaries who will participate in mobility.
Target group:	
Result:	
Area of application:	
Homepage:	www.q-mentor.eu
Product Languages:	English

Product '08_Analysis report "Quality assurance in mobility-mentoring and learning outcomes" (only EN)'

Title:	08_Analysis report "Quality assurance in mobility-mentoring and learning outcomes" (only EN)
Product Type:	procedure for the analysis and prognosis of the vocational training requirement
Marketing Text:	analysis and prognosis(state of the art) "Quality assurance in mobility-mentoring and learning outcome"
Description:	the report allows us to compare the different systems in each of the partner countries. We can see best practice, use it as a benchmarking tool and look at how each national country is working with the recommendations from Europe (NQF<>EQF). It has allowed us to identify any opportunities, developments and future plans. As one basis we used questionnaires, which are added as annex as well. The second basis on a more theoretical level are the information we collected in a wiki on the internal moodle platform by each partner on the national legal framework for traineeships.
Target group:	
Result:	
Area of application:	
Homepage:	
Product Languages:	English

product files

quality assurance in mobility - report

Report_Quality assurance in mobility - final version.pdf

http://www.adam-europe.eu/prj/9818/prd/9/2/Report_Quality%20assurance%20in%20mobility%20-%20final%20version.pdf
The purpose of the study was to identify the state of the art in quality management and quality assurance in the mobility process and the activities of the mentor / company tutor in four European countries.

Report

Report_Quality assurance in mobility - final version.pdf

http://www.adam-europe.eu/prj/9818/prd/9/3/Report_Quality%20assurance%20in%20mobility%20-%20final%20version.pdf
Report about Quality assurance in mobility DE/EN/FR/ES

Events

Final meeting Frankfurt (Oder)

Date	10.09.2014
Description	Final meeting-final report-final products
Target audience	Project partner
Public	Closed event
Contact Information	
Time and place	10.09.2014

Dissemination meeting Frankfurt (Oder)

Date	09.09.2014
Description	„Quality assurance in mobility – mentoring and learning outcomes“+ europass award “azubi-mobil”
Target audience	Chamber of Commerce & Industry;Companies;Trainees;Mentor;VET-Provider
Public	Closed event
Contact Information	
Time and place	09.09.2014

4th project meeting Malta

Date	02.04.2014
Description	Internal project meeting
Target audience	Project partner
Public	Closed event
Contact Information	
Time and place	02./03.04.2014

Events

2nd dissemination workshop with host companies (France)

Date	18.09.2013
Description	
Target audience	
Public	Event is open to the public
Contact Information	
Time and place	18-09-2013 Perpignan / France

3rd consortium meeting (Spain/France)

Date	16.09.2013
Description	
Target audience	
Public	Event is open to the public
Contact Information	
Time and place	16 /17-09-2013 Terrassa / Spain Perpignan / France

1st dissemination Workshop with host companies (UK)

Date	16.05.2013
Description	
Target audience	
Public	Event is open to the public
Contact Information	
Time and place	16-05-2013 Londonderry UK/NI

Events

2nd consortium meeting (UK)

Date	15.05.2013
Description	
Target audience	
Public	Event is open to the public
Contact Information	
Time and place	15-05-2013 Londonderry UK/NI

Kick off Meeting "Q-Mentor" (Germany)

Date	12.11.2012
Description	
Target audience	
Public	Event is open to the public
Contact Information	
Time and place	12. & 13. November 2012 Berlin