

Quality Development Roadmap for Training in the Financial Services Sector -
QUADRO



DISSEMINATION PLAN

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1. Introduction

The Dissemination Plan is an integral part of the QUADRO Project. On the following pages the Consortium presents a plan which provides a sustainable and efficient vehicle for achieving the dissemination goals of the project.

This document contains a strategy for the dissemination activities realized from each Partner; it describes the dissemination channels to be used and the dissemination material to be produced. The dissemination plan gives an overview via the various activities and enables the coordination.

This document provides information on the activities carried out and on the benefits to stakeholders and financial services sector. Such a plan will define and detail the strategy and procedures necessary to reach the intent of stakeholders including participation in relevant international conferences.

Special attention will be paid to disseminate the Projects' outcomes via European wide channels. For the European banking sector, EBTN, having 36 member organisations in 31 countries in and outside Europe, will play a key role. Furthermore, European umbrella organisations of training and educations providers, HR organizations will be involved in dissemination activities. The aim is to give the Projects' outcome the greatest visibility within the European Financial Services Sector.

Work Package 5 || Project Deliverable 16

Responsible Partners:

EBTN || MBN || Effebi



2. Project Summary

One of the priorities of the Copenhagen Declaration is to develop common instruments for Quality Assurance in VET. Further on, the objectives and actions of the Copenhagen process have been further supported by the European network for quality assurance in VET (EQAVET). In this context, there have been different projects and activities put in place in order to develop national Quality Assurance Frameworks and for promoting shared Quality Assurance instruments in VET.

The main areas of development regarding Quality Assurance for VET, since 2008 are qualifications, curricula, competences. Thus, there are still areas which need further development, such as: awards, quality management, official certification (assessment of training and learning outcomes) and VET system design and administration.

The **Quality Development Roadmap for Training in the Financial Services Sector (QUADRO)** will address this particular need of common Quality Assurance instruments for quality management and certification by providing a EQAVET Handbook for the Financial Services Sector which will provide comprehensive and ready-to-use guidelines, tools and instruments for the establishment of internal management approaches combined with practical examples and illustrations stemming from the case studies that are enacted in the QUADRO Project.

The aim of the QUADRO Project is:

Support and promote the improvement of the Quality Assurance approaches for VET in the Financial Services Sector, from learning needs identification to impact of training results, in coherence with the European Quality Assurance Reference Framework.

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The main outputs of the QUADRO Project will be:

1. Report of quality development gap in VET;
2. Roadmap for quality development in line with EQARF;
3. EQAVET Handbook for the Financial Services Sector (Tools and instruments);
4. Guidelines for the implementation of the Handbook;
5. QUADRO website.



3. QUADRO Consortium

The Consortium is composed by representatives of Institutes of Bankers, Training providers, Research Centres, Universities with important experience in working on Quality Assurance systems linked to VET programmes, designing education & training programmes in line with the lifelong learning instruments.

Consortium members have combined, unrivalled experience and expertise in the field of education and training activities in the Financial Services Sector and have the appropriate competence in designing and applying the appropriate tools for ensuring the quality assurance of their VET programmes.

In particular, Consortium members have a strong track record of working together in successfully co-ordinating and implementing European funded education and training projects for providing reference analysis and guidelines related to the Lifelong learning instruments specially adapted for the European Financial Services Sector. Most of them are already applying the outcomes of these projects, together with the European recommendations.

The 8 Partners in the QUADRO Project:

1. IFB – The Portuguese Bank Training Institute
2. Effebi - Finance & Banking Organizational and HR Development Association
3. Scienter – Center on Educational Research & Innovation
4. Sofijski Universitet - The St. Clement of Ohrid University of Sofia
5. IBE NBS – Institute of Banking Education of the National Bank of Slovakia
6. BSEL - Berlin School of Economics and Law
7. EBTN – European Banking & Financial Services Training Association
8. MBN – Mediterranean Bank Network



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4. Dissemination: Strategy

The purpose of the dissemination is to raise the awareness and publicity of the QUADRO Project as well as its outcomes in order to make the Project successful and sustainable. In order to reach the particular awareness level intended, the Partners have to work continuously in the field of Dissemination and Public Relations.

Hence, dissemination is essential for take-up, and take-up is crucial to the success of the Project and sustainability of outputs in the long term. Dissemination informs the community about what the Partnership developed and the benefits of using it.

The overall objective of the Dissemination Plan is to identify and organize the activities to be performed in order to promote the exploitation of the QUADRO results and the widest dissemination of knowledge from the project.

This Dissemination Strategy sets out the details of the types of promotion activities to be undertaken during the QUADRO Project. Dissemination and PR activities will start at the very beginning of the project and will go on through its duration. The aim of the strategy is to collect information on the dissemination activities already done or concretely planned during the run time of QUADRO.

The purpose of the strategy is to support the Consortium to promote and support the dissemination of information regarding QUADRO, the project results, interim and final project outputs at national and European level throughout the duration of the project, using a variety of media tools to reach key stakeholders.

Dissemination and the using of different means of communication makes QUADRO visible, enables the consolidation of networks of “real” and potential users, allows a possible official recognition on the topic, as well as a continuous users’ feedback.



The main objectives of dissemination:

- 1. To build consensus*
- 2. To assure the availability of outputs*
- 3. To guarantee transferability of outputs in other contexts*
- 4. To increase the visibility*

In order to achieve the above-mentioned objectives, the following specific actions and initiatives will be taken within the QUADRO Project:

1. To build consensus

Building a widespread consensus on the outputs will be an on-going process made possible by setting up an interactive validation process involving final beneficiaries and key stakeholders. The scheduled consultation workshops will also serve this purpose, together with the involvement of national reference points in specific research activities. Such continuing process makes it possible to involve a large number of key players since the project inception, which will be asked for their expertise and knowledge of the sector. This will certainly lead to the understanding and acceptance of QUADRO's outcomes.

2. To assure the availability of outputs

Output will be made available to interested parties by publishing them on the QUADRO Website and making them downloadable. In this respect, the decision of the Consortium to publish and share the project outputs as they are developed and validated reflects the willingness of making the planned model as widely known and accepted. In addition, making outputs public also implies that external actors can contribute with their comments and suggestions for improvement. The communication process which is foreseen will facilitate the further adoption of the project ' outcomes in other Countries. In this respect, the web site has a fundamental and versatile role in assuring this possibility. It is foreseen that documents will be saved in PDF format. Users will be able to download them for free form the website.



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3. To guarantee transferability of outputs

The conditions for transferability will be created by integrating the results of the seminars and piloting activities (and therefore user feedback) in the developed model, in order to verify the degree of acceptance by other actors. Closely linked to the valorisation and dissemination strategy, the sustainability strategy will take into account context-related opportunities for further development and exploitation. This will be refined and adapted to real perspective scenarios of development in the Development & Sustainability Plan.

4. To increase the visibility

The visibility of the project outcomes will be fostered by promoting them in relevant events and media, and by organising events. The Consortium will make sure that the QUADRO Project is presented and promoted in the transnational events and conferences organised at regular intervals in Europe. The four quarterly newsletters of EBTN will contribute to keeping up-to-date the addressed target audiences and highlight specific outcomes as they are developed and validated. The European Seminar in Rome (October 2013) and the Final Dissemination Conference in Berlin (September/October 2014) will both be valuable opportunities (key moments for dissemination) with regards to the presentation of the Project to a wide audience of experts and practitioners and to collect additional first-hand experiences from external players.

Further..

The table on the following page presents a strategy matrix with tools and methods for the dissemination of information to the target groups of interest for QUADRO.

5. Dissemination: Levels and Target Groups

The dissemination procedures further specified in this plan, present the Consortium's ambition to achieve an efficient and challenging spread of new knowledge on two levels. Each level has several channels, specific for each country. In addition to the more general dissemination procedures, this plan also presents the different national dissemination strategies. In addition to making reports from the project's different work packages available, the national teams will disseminate country specific, the findings in a wide variety of ways over the duration of the QUADRO Project.

The main goal of the QUADRO Project is to bring together a multiplayer Partnership for enhancing the setting up of sectorial and national Quality Assurance Frameworks.

Permanent consultations and networking between stakeholders in the field of Vocational Educational Training (VET) will promote the EQARF provisions Europe-wide and will enable the implementation in the VET systems.

Communication with EU and national agencies will be established and maintained throughout the Project, guarantying visibility and recognition of the project at European and national level.

Target Groups:





6. Dissemination: Means of Communication

1. QUADRO Website

The website of the QUADRO is central to the dissemination objectives for the Project. It is also important to establish links with similar projects or other projects of relevance. This is of special value in order to pursue an integrated European approach, but also to improve the quality of cross-national comparisons as well as a positive interplay between economic, social and employment policies.

The aim of the website is two-fold, 1) to function as a source of information for all interested parties outside the project and 2) to function as source of information and support for those within it. We will meet the first aim (concentrated on public relations) by:

- Presenting the aims and objectives of the project, its participants, and the project's organisation structure;
- The presentation of project results, our conferences/meetings; and
- List of project publications, newsletters, press releases as well as updates of new findings in our area of research.

These tasks will be carried out by making sure that the website presents the project in a professional manner with the highest standards while remaining viewer friendly. For this purpose, the website will carry a specially designed project logo as will all documentation from the project. This leads to the second aim of the website, to serve as support for our project partners. The website will include a "Project Partners Area" where the Project Partners can log in and which is for internal use only. The Consortium expect to launch the website by the beginning of December 2012.

2. Publications and articles

QUADRO has a broad interdisciplinary profile which will lead to a diversified publication policy with articles in various media. For example the *EBTN Newsletter* which will be distributed to banking institutes in approximately 22 European countries. Some of the Partners have their own magazines (e.g. *Banca in Formazione*).



3. Social Media (LinkedIn)

The construction of a LinkedIn Group a limited number of policymakers and other Stakeholders: time for the members to meet and discuss. The goal of this model is to promote, understand and develop a common knowledge base and language among the different stakeholders. By creating a “place” such as LinkedIn Group - where people with different interests, knowledge and power can meet and interact - it will promote the development of mutual understanding and common values.

4. E-mailings

Establishment of a mailing list with country specific strategic stakeholders where results, open seminars or other events, press releases abstracts and publications related to the Project can be announced. In order to accomplish cross communication and synergy recipients of the QUADRO Mailings will be transmitted to the Project’s Website, where one can download information, and to the LinkedIn Group, where one can discuss and interact.

5. European Dissemination Seminar (Rome)

Discuss and disseminate interim results of the Project Partners with stakeholders. The seminar will be consultative in nature, with the aim to discuss the development of Quality Assurance Tools, the Consultation Workshops and the Toolkit. Presentations and a summary of proceedings will be made available via the Website.

6. Final Project Conference (Berlin)

Discuss and disseminate project results, publication of the proceedings and official presentation of the QUADRO Handbook. It is intended to invite key stakeholders on Quality Assurance and banking education at European level.

7. The Partners’ Websites

The Websites of the Project Partners will contain links and information concerning the QUADRO Project.

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TOOL	PURPOSE	DETAILS	TARGET
<p>Brochure</p>	<p>PROMOTE INFORM AWARENESS</p>	<p>The brochure resumes and promotes the activities or outputs of the project</p>	<ul style="list-style-type: none"> - Financial Service Sector Operators - Financial Services Sector Professionals - General public
<p>Newsletter</p>	<p>AWARENESS INFORM</p>	<p>The partnership will use partners' newsletters to announce the project, give regular updates.</p> <p>The newsletter will be used to communicate and disseminate all the project information to all partners and (relevant) stakeholders</p>	<ul style="list-style-type: none"> - Members of EBTN and MBN - Financial Service Sector operators

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<p>(Scientific)</p> <p>Articles</p>	<p>AWARENESS</p> <p>INFORM</p>	<p>Any and every opportunity should be taken to get articles published about the project</p>	<p>- Financial Services Sector Professionals</p>
<p>Website</p>	<p>INFORM</p> <p>ENGAGE</p> <p>PROMOTE</p>	<p>The project web site will be one of the most versatile dissemination tools. Project related information will be uploaded.</p> <p>Inside the website there will be a restricted area for partners for communication and documents sharing.</p> <p>The web site will be updated also after the project has been completed, in order to assure the access to the results after completion of the project.</p>	<p>- Financial Service Sector Professionals</p> <p>- Researchers and experts in the field</p> <p>- General public</p>
<p>Seminars</p>	<p>ENGAGE</p> <p>PROMOTE</p>	<p>The partners and relay partners will organise “local seminars” at national level, involving relevant players and stakeholders</p>	<p>- Financial Service Sector professionals</p> <p>- Banks</p> <p>- Researchers and experts in the field</p>

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<p>(Partner) Meetings</p>	<p>AWARENESS COMMITTMENT</p>	<p>The Partners will use Partner Meetings to inform each other about the process. Meetings at national level to present or talk about the activities developed by the project.</p>	<p>- Financial Service Sector professionals - Banks - Researchers and experts in the field</p>
<p>Consultation Workshops</p>	<p>INFORM ENGAGE</p>	<p>The partners will work on the consultation during different workshops at national level</p>	<p>- Financial Service Sector professionals</p>
<p>Popular (non-scientific) Articles</p>	<p>INFORM ENGAGE PROMOTE</p>	<p>Any and every opportunity should be taken to get articles published about the project</p>	<p>- Financial Service Sector professionals - Researchers and experts in the field (schools, training sector)</p>
<p>E-news & Websites</p>	<p>INFORM ENGAGE</p>	<p>Any and every opportunity should be taken to get articles published about the project.</p>	<p>- Financial Service Sector professionals - Researchers and experts in the</p>

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	PROMOTE		field
Final Dissemination Conference	ENGAGE PROMOTE	The final conferences will be the most important opportunity to share our achievements with experts in the field and other stakeholders such as Banks, Banking Institutes, National Agencies etc.	<ul style="list-style-type: none"> - Financial Service Sector professionals - Researchers and experts in the field - Banks - Banking Institutes - National QA Agencies
Final Conference Proceedings	ENGAGE PROMOTE	Publications/Conference Acts	<ul style="list-style-type: none"> - Financial Service Sector operators - Researchers and experts in the field - General public



7. Epilogue

The **QUADRO Dissemination Plan** presented the approach to be applied for the dissemination efforts that will be undertaken during the Project and must be considered as a guide for the Consortium, as well as a common exercise that will require the participation of each individual Project Partner.

The Consortium will use a wide variety of tools and methods to communicate and make the “QUADRO Project”-message visible to the target audience and to achieve the project valorisation purposes.

The European Banking & Financial Services Training Association, together with the Effebe Association and the Mediterranean Bank Network responsible for the Dissemination of the QUADRO Project, will use its extensive network in the European Financial Services Sector to ensure marketplace and stakeholder awareness through direct contacts and online communication to ensure valorisation and visibility of the aims and results of the project. Nevertheless, involvement of Project Partners to the dissemination activities - in terms of promoting discussion, doing research and address strategic issues of interest to a wider community - is extremely crucial.

“DISSEMINATION: A COLLECTIVE RESPONSIBILITY”

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APPENDIX 1

QUADRO – Consortium Dissemination Matrix (Activities per Project Partner)

	1 IFB (PT)	2 Effebi (IT)	3 Scienter (IT)	4 IBE NBS (SK)	5 BSEL (GE)	6 EBTN (LU)	7 MBN (MT)
Brochure	X	X	X		X		
Newsletters/ Articles	X	X	X	X		X	
Magazine/ Articles	X	X	X			X	
E-news on Website	X	X	X	X	X	X	X
Seminar	X	X					
Scientific Articles				X			
(Partners) Meeting	X	X		X		X	
Conference		X					
Consultation Workshops							
Ad hoc presentation	X	X		X	X	X	X
Other							

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APPENDIX 2

NATIONAL DISSEMINATION PLAN IFB (PORTUGAL)

Type of Action	Purpose	Date	Location	Target Group
IFB / ISGB Website	Dissemination	October 2012		Public in general
IFB newsletter	Dissemination		Lisbon and Oporto branch	IFB/ISGB employees and teachers – 100 copies
Inforbanca magazine n. 95	Dissemination	Jan - Mar 2013	Mainly Portugal and also Portuguese speaking countries	Dissemination to the banking population and ISGB students – 13.000 copies
Interviews with Training Resources Department of Banks and Insurance companies	Involve Training departments with the QUADRO project and to collect data for the questionnaire	February/ March	Lisbon	Banks, Insurance companies, Trade Union
IFB/ISGB Pedagogical Board Council	Dissemination of QUADRO and EQARF	March 2013		HR and training directors from the banks and representatives of the Portuguese Bank employees Unions
Brochure/ Leaflet	Marketing of the project	September 2013	National distribution (banks and training institutions for FSS)	

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APPENDIX 3

NATIONAL DISSEMINATION PLAN EFFEBI (ITALY)

Type of Action	Purpose	Date	Location	Target Group
Project Brochure	Promote	on going	Italy	Banking and Financial Representatives, VET Providers, FSS employees, adult education institution Indicator: 100
EBTN Newsletter	Inform and raise awareness	2013 2014	Europe	Banking and Financial representatives, VET providers, Policy makers, other stakeholders. Indicator: 250/each year
Magazine "FB - Banca in Formazione"	Inform and raise awareness	2013 2014	Italy	Banking and Financial representatives, FSS employees, Vet providers Indicator: 400/each year
Direct mail campaign	Raise awareness	Ongoing	Italy	Banking and Financial Representatives, VET Providers, FSS employees, adult education institution Indicator: 300
EFFEBI - Board	Engage	2013 2014	Italy	Banking and Financial representatives (19 Banks, incl. 10 Banking Groups in Italy and Universities) Indicator: 20/each year
EFFEBI - Editorial Board	Engage	2013 2014	Italy	12 Members – Banking and Financial representatives, Consultancy Companies Indicator: 12/each year
Conference	Raise awareness and engage	3 - 4 October 2013	Italy	Banking and Financial Representatives, VET Providers, FSS employees, Distance education institutions, SME's, University Indicator: 150
Seminars in Webinar	Raise awareness and engage	12 July 2013 15 November 2013 16 May 2014 14 May 2014	Italy	Banking and Financial Representatives, VET Providers, FSS employees Indicator: 15/each event
LINQ Conference	Inform & engage	16 – 17 May 2013	Rome, Italy	Experts, practitioners and interested stakeholders in

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				the fields of lifelong learning, education and training from Europe and all countries worldwide Indicator: 30
EFFEBI website	Inform and raise awareness	on going	Italy	Banking and Financial representatives, FSS employees, Vet providers, general public

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APPENDIX 4

NATIONAL DISSEMINATION PLAN SCIENTER (ITALY)

Type of Action*	Purpose	Date	Location	Target Group
Leaflet/brochure ES translation	Dissemination of the project main objectives, participants and expected outcomes	Through 2013	See organisations mentioned below	<ul style="list-style-type: none"> - Financial sector stakeholders - Business Schools - University audience - VET providers - General public
Website	Announcement on the website of Scienter		Scienter CID www.scienter.org	<ul style="list-style-type: none"> - University audience - VET providers - General public
Website	Announcement on the website of IEF		Institut de Estudis Financers www.iefweb.org/es Gran Via 670 08010 Barcelona Tel: +34 93.412.44.31 e-mail : infoief@iefweb.org Contact: M. Josep Soler, Chief Executive Officer	<ul style="list-style-type: none"> - Banks, - Financial sector - Institutions - Business Schools - University audience - VET providers
Website	Announcement on the website of GRET		Grupo de Responsables de Formación de Entidades Financieras y de Aseguradoras-GREF www.gref.org C/ Ramonet, 52. 28033 Madrid. Tel. 91-302 12 36. Fax. 91-766 84 95. E-mail: gref.info@gmail.com	<ul style="list-style-type: none"> - Banks, - Financial sector - Institutions - Business Schools - University audience

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e-mailing Newsletter distribution on a regular basis	Networking and Dissemination of the project main objectives, participants and expected outcomes	Through 2013-2014	<p>National level: -IEF, www.iefweb.org/es; Contact: M. Josep Soler, CEO</p> <p>-GRET, www.gref.org</p> <p>Regional level: -Confederación de Empresarios de Andalucía, http://infofpe.cea.es/fpe.php?section=c64</p> <p>Local level: -Escuela Superior de Negocios de Granada-ESIC www.esic.es/granada</p> <p>-Management School of the Chamber of Commerce of Granada-CCIGR, www.camaragranada.org Contact: M. José Antonio Ivars Sánchez, Chair of Training & Employment Department</p> <p>-Fundación Universidad-Empresa de Granada https://fundacionugrempresa.es/</p> <p>-Fundación Caja Granada Contact: M. Cipriano Palomar García, Head Officer</p> <p>-Fundación Caja Rural de Granada, www.fundacioncrg.com</p>	<ul style="list-style-type: none"> - VET providers - Financial sector stakeholders - Business Schools - Universities - VET providers
Face to face visits explaining the project and active involvement in the project	Recruiting interview partners for questionnaire	Through 2013-2014	<p>-IEF, www.iefweb.org/es; -GRET, www.gref.org -ESIC, www.esic.es/granada -CCIGR, www.camaragranada.org -Fundación Universidad-Empresa de Granada https://fundacionugrempresa.es/ -Fundación Caja Granada – Banco Mare Nostrum www.bmn.es/ Contacto: Luis Fernando Peinado, Process and Quality Manager -Fundación Caja Rural de Granada, www.fundacioncrg.com</p>	<ul style="list-style-type: none"> - Financial sector stakeholders - Business Schools - Universities - VET providers - to get involved in the project and to participate
	Recruiting interview partners for EQAVET questionnaire		<p>-Spanish Delegation of EFPA- European Financial Planning Association www.efpa.es Contacto: Alfonso Roa Díaz-Regañón, Presidente Comité de Certificación y acreditación Raúl Martínez Báez, Delegado Territorial</p>	<ul style="list-style-type: none"> - VET providers to get involved in the project and to participate

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			<p>Andalucía</p> <p>-Fundación Tripartita para la Formación en el Empleo, www.fundaciontripartita.org c/ Torrelaguna, 56 - 28027 Madrid Tel: 902 183 183</p> <p>-Portal de la Formación Profesional, http://todofp.es Secretaría de Estado de Educación, formación profesional y Universidades todofp@educacion.es</p>	
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APPENDIX 5

NATIONAL DISSEMINATION PLAN IBE NBS (SLOVAKIA)

Type of Action*	Purpose	Date	Location	Target Group
Partners meeting	WP2 Discussion of country reports	25-26 03.2013	Bratislava	partners
European Seminar	Validation of the survey results	26.03.2013	Bratislava	Training providers
Website	Link to the QUADRO website	done	www.ibv-nbs.sk/pojekty	General public
Newsletter FINET	Dissemination info about the project	09.2013	http://www.ibv-nbs.sk/O-nas/FIN-T	FINET subscribers
Article	Info about the project	12.2013	BIATEC	Banking community
Website	Presentation of the toolkit	2014	www.ibv-nbs.sk/pojekty	Training providers
Ad hoc presentation	Dissemination of the results	2014	Bratislava	Quality assurance experts

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NATIONAL DISSEMINATION PLAN BSEL (GERMANY)

Typologies*	Purpose	Date	Location	Target Group
Website	Announcement on BSEL website	December 2012	https://campus4u.hwr-berlin.de/qisserver/rds:jsessionid=B1FD2DC09F78F9343AC58FCC8F752356?state=verpublish&status=init&vmfile=no&moduleCall=webInfo&publishConfFile=webInfoProjekt&projekt.projektid=407&publishSubDir=forschung&subdir=forschung&purge=y&topitem=projects&subitem=editprojects&PrjStatus==Projekte	University audience and general public
Website	Announcement on the website of the German Banking Institute	December 2012	http://www.deutsches-institut-bankwirtschaft.de/quadro-projekt/	University audience, Banks and general public
Presentation	Recruiting interview partners for questionnaire	January 2013	Commerzbank AG, Talent Management	VET providers to get involved in the project and to participate
Presentation	Recruiting interview partners for questionnaire	January 2013	Management-Akademie der Sparkassen-Finanzgruppe	VET providers to get involved in the project and to participate
Presentation	Recruiting interview partners for questionnaire	February 2013	GOING PUBLIC! Akademie für Finanzberatung AG	VET providers to get involved in the project and to participate
Presentation	Recruiting interview partners for questionnaire	February 2013	Akademie Deutscher Genossenschaften	VET providers to get involved in the project and to participate
Broschure/ Leaflet	Marketing of the project	March 2013	Nationwide distribution	Banks, general public

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NATIONAL DISSEMINATION PLAN EBTN (BELGIUM)

Type of Action	Purpose	Date	Location	Target Group
EBTN Newsletter	Inform and raise awareness	2013 & 2014	Through Europe	Banking and financial services representatives, providers of VET, policy makers. <i>Indicator: 250 issues per year</i>
EBTN Board	Inform, engage and raise awareness	22 January 2013	Amsterdam	Experienced bank training professionals, managers of bank training institutes <i>Indicator: 13 persons representing leading bank training institutes</i>
EBTN Board	Inform, engage and raise awareness	12 April 2013	Warsaw	Experienced bank training professionals, managers of bank training institutes <i>Indicator: 13 persons representing leading European bank training institutes</i>
EBTN Membership Meeting	Inform, engage and raise awareness	13 June 2013	Brussels	Members of EBTN: 26 leading European bank training institutes and 10 associate members (in and outside Europe)
EBTN Annual Meeting	Inform, engage and raise awareness	14 June 2013	Brussels	Members of EBTN: 26 leading European bank training institutes and 10 associate members (in and outside Europe)
EBTN Website	Inform and raise awareness	2013 & 2014		Visitors of the website: Banking and financial services representatives, providers of VET, policy makers, EU authorities, EU stakeholders.

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NATIONAL DISSEMINATION PLAN MBN (MALTA)

Typologies	Purpose	Date	Location	Target Group
Website	Announcement to member banks	November 2012		
Presentation	Recruiting interview partners for questionnaire	February 2013	Bank of Valletta	VET providers to get involved in the project and to participate
Presentation	Recruiting interview partners for questionnaire	February 2013	Institute Financial Services	VET providers to get involved in the project and to participate
Presentation	Recruiting interview partners for questionnaire	February 2013	Institute Financial Services Practioners	VET providers to get involved in the project and to participate
Follow up	Understanding feedback of Questionnaire	March2013	Bank of Valletta	VET providers to get involved in the project and to participate
Follow up	Understanding feedback of Questionnaire	March 2013	Institute Financial Services	VET providers to get involved in the project and to participate
Follow up	Understanding feedback of Questionnaire	March 2013	Institute Financial Services Practioners	VET providers to get involved in the project and to participate