Tools for Quality Assurance in Vocational Education and Training
8th – 10th June 2010 in Hämeenlinna, Finland

DAY 1 - Tuesday 8th June 2010

15.00 → **Arrival and registration of the participants**
Preparation of the European Fair
Coffee and snacks available

16.30 **Introductory session for newcomers to LdV-programme**
Key elements of TOI, Partnerships and VETPRO

17.30 **Welcome! Official Opening of the seminar**
Representative from the Finnish National Agency

17.45 **Introduction to the conference theme**
Why are we here? Matching interests and preferences

What's going on in Europe?
European Quality Assurance Reference Framework for Vocational Education and Training
Expert speaker

European thematic work on quality assurance
NA speaker

19.30 **Get-together cocktail and dinner**
Ice breaking, networking activities

DAY 2 - Wednesday 9th June 2010

09.00 **Opening of the day**
NA speaker

09.10 **Quality assurance tools**
3 cases of finalized LdV-projects
(TOI, PA and VETRPO)

10.0 **Introduction to workshop themes
NA speaker**
Division into groups by themes

1. **Review** (Quality criteria of the EQARF)

- Learners' feedback is gathered on their individual learning experience and on the learning and teaching environment. Together with teachers' feedback this is used to inform further actions.

- Procedures on feedback and review are part of a strategic learning process in the organization.

- Results of the evaluation process are discussed with relevant stakeholders and appropriate action plans are put in place.

Projects could tackle e.g. how learners feedback is gathered, benchmarking different tools used, what topics does the feedback cover and why, how is the feedback processed and taken to the decision making level etc.

2. **Improving the completion rates in VET**
   (Indicator No. 4 of the EQARF)

- Obtain basic information on educational achievements and the quality of training processes.

- Support successful completion as one of the main objectives for quality in VET.

- Support adapted training provision, including for disadvantaged groups.

Projects could tackle e.g. how the quality of training process evolves, what kind of means VET providers have to support students to complete their studies, transferring tools for learners with special needs etc.

3. **Utilisation of acquired skills at the workplace**
   (Indicator No. 6 of the EQARF)

- Increase employability.

- Improve responsiveness of VET to the changing demands in the labour market.

- Support adapted training provision, including for disadvantaged groups.

Projects could tackle e.g. existing tools to find out about and respond to the changing demands for skills in the labour market, counselling methods, ways of supporting employability of disadvantaged groups etc.

10.15	**Presenting participants' project ideas and networking in groups**
	Short 1-2 minutes presentations
	Coffee in between
12.00	Lunch
13.00	**Workshop 1: Identify project idea and needs**
	Introduction by NA representative
	Working in the 3 thematic groups
	Coffee in between
16.30	Wrap up of the day, practicalities for the evening and the following day
18.45	**Bus transportation to Häme Castle**
	A guided tour
19.30	**Dinner at Häme Castle, cultural programme**

DAY 3 - Thursday 10th June 2010

09.00	Opening of the day
09.10	**Preparing a quality application**
	Evaluator of applications and a NA representative (TOI, PA, VETPRO)
09.50	**Workshop 2: From an idea to a project**
	Continuing work on the identified project ideas in the 3 groups
	Coffee in between
11.30	**Findings of the workshops**
	Short presentation of new project ideas
12.00	**Evaluation and conclusions of the seminar**
	Official Closing
	NA speaker
12.10	Lunch
13.00	**Departure for the airport**

OR
Start of "The training for peers"
Please see separate invitation and programme for the training

*** *The programme is subject to change* ***