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***Re-CVET:
Comprehensive policy frameworks for
continuing VET - Reform of Continuing
Vocational Education and Training
Systems***

***Re-CVET Business Forum Work
Framework***



CYPRUS
MINISTRY OF EDUCATION
AND CULTURE



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List of abbreviations

ACRONYM	FULL TITLE
CPC	Cyprus Productivity Center
CPK	Central Professional Committee (Centrinis profesinis komitetas)
CV	Curriculum Vitae
CVET	Continuing Vocational Education and Training
DGEPDC	Directorate General for European Programmes, Coordination and Development -Planning Bureau (Cyprus)
ECDL	European Computer Driving License
EQF	European Qualifications Framework
ESF	European Social Fund
HHIC	Higher Hotel Institute of Cyprus
HRDA	Human Resource Development Authority
IGCSE	International General Certificate of Secondary Education
ISCED	International Standard Classification of Education
IVET	Initial Vocational Education and Training
LCCI	London Chamber of Commerce and Industry International Qualifications
MLSI	Ministry of Labour, Welfare and Social Insurance (Cyprus)
MOEC	Ministry of Education and Culture (Cyprus)
PI	Pedagogical Institute of Cyprus
PSIVET	Post –Secondary Institutes of VET
SPK	Sectoral professional committees (Sektoriniai profesiniai komitetai)
STVE	Secondary Technical and Vocational Education
LTQF	Lithuanian qualifications framework
MES	Ministry of Education and Science (Lithuania)
VET	Vocational Education and Training
QVETDC	Qualifications and Vocational Education and Training Development Centre (Lithuania)



Executive Summary

Re-CVET is a project aiming to support the reform of the Continuing Vocational Education and Training (CVET) in Cyprus and Lithuania, in an effort to increase the career possibilities of CVET graduates, through the enhancement of the collaboration between the main stakeholders of the institution which are the CVET providers, the participants/trainees and the relative organisations and enterprises of each taught sector.

The main aim of the organization of the Re-CVET Business Forum is to establish partnerships and synergies between the relevant stakeholders (e.g. education, employment and economic authorities, social partners, businesses, sectoral industry organisations, public employment services, private training providers, formal VET and adult education providers); in order to integrate national approaches; to gather feedback on designing future active labour market policies and to promote work-based learning. These aims are expected to be achieved through the organization of a stakeholders' consultation in the framework of the RE-CVET Business Forum, where they will be urged to share their views and opinions about the current CVET system in the country, to exchange expertise as well as to make recommendations for the formulation of policy recommendations in this area. Following the consultation, policy recommendations will be drafted and disseminated to stakeholders and policy makers in charge of CVET.

Direct target group of the project are the CVET participants/trainees who will benefit from the policy reform, by gaining access to more opportunities, improving their employability opportunities and enhancing their professional profiles. Another target group are the representatives of the world of work i.e. employers, who will have the opportunity to access valuable working capital as CVET participants will be trained based on the needs of the labour market. Indirect target group are the CVET providers, post-secondary institutes of technical and vocational education and training who will receive the feedback from the various stages of the project in order to improve of the services they provide. Last but not least, government authorities and officials in charge of CVET (including social partners) are targeted as reform of CVET systems needs political will to bring about change.

The present Framework was formulated based on the results of the Report ***“Reforming the Continuing Vocational Education and Training: a prerequisite for improving quality and responding to the needs of the labour market”***, developed through desk and field research the partners undertook and collected information about the current situation of CVET in each country and opinions from the beneficiaries.

The Framework will provide a road map for the organisation and implementation of the Re-CVET-Business Fora in the participating countries. This document could potentially be used by other EU authorities/organizations in charge of CVET for the organisation of relevant Business Fora in other EU Countries. The framework includes the proposed structure for the organisation of the RE-CVET Business Fora, the objectives and results, the logistics and the overall model that could be used. The particularities of each country are taken into consideration. This roadmap will facilitate national authorities to establish annual events fostering the alignment of incentives for employers to offer training, planning public funding for training programmes with a stronger link between programmes targeting companies and those targeting the unemployed and the low skilled, as well as enhancing the labour market relevance of the current training offers.



1 INTRODUCTION

1.1 Re-CVET Project Objective

The main strategic objective identified is the amelioration of the link with the labour market and the improvement of the quality, attractiveness and effectiveness of Continuing Vocational Education and Training (CVET) in the participating countries.

The project intends to engage in in-depth partnerships to review and map CVET provision at national level so as to identify specific challenges and opportunities for the take up of this form of education. The Re-CVET project aims to build on the already set out European Social Fund (ESF) activities and to provide additional tools, which facilitate the formulation of concrete policies based on more validated data.

The Re-CVET project aims to contribute to employability and economic growth as well as to respond to broader societal challenges. The project activities enhance the uptake of the programmes offered within this system and strengthen the link between the CVET sector and the labour market, making it more attractive to the beneficiaries of both sides (CVET Institutions, enterprises, businesses and potential employees).

1.2 Target Groups

The main target group of the project is CVET participants, who are looking to improve their employability opportunities and enhance their professional profiles through acquiring more specialized and targeted education and training. Young people between the age of 14 and 18 who do not wish to continue their studies within the formal upper secondary education system when they complete the lower secondary education level are another key target group. Members of this wider target group will be the main participants and receivers of information for the Business Forum to be created within the framework of this project.

Another target group is the CVET Institutions and their trainers, post-secondary institutes of technical and vocational education and training, in addition to other learning facilitators that are usually looking to provide better education choices to their students in order to become more competitive in the labour market. Moreover, representatives of the world of work (e.g. chambers, professional associations) are also involved as without training in the workplace or/and linking knowledge with practice cannot guarantee well rounded professionals who can satisfy the market upcoming needs.

Finally, another important target group the project is addressing are government officials, policy makers and social partners (i.e. MOEC, MLSI, HRDA) in charge of Continuing Vocational Education and Training in the participating countries and the EU in general, as well as professional associations and Non-governmental Organizations which give special emphasis on the training of workers and citizens who did not complete formal education or who have not received training



1.3 Scope of this Document

The scope of the Work Framework is to provide a road map for the organization and implementation of the Business Fora in the participating countries. It gives guidelines and directions for the Business Forum objectives and expected results proposed structure, number of participants, invitation procedures for the Stakeholders to attend and/or set up of Information booths, logistics, practical arrangements and subcontracted tasks. In addition to this, the document provides proposed topics for speeches, consultation topics, the inclusion of the preparation of policy recommendations within the process, proposed workshops as well as indicative informative material to be elaborated.

The use of this Work Framework is not limited to the development and implementation of Business Fora in the participating countries, but it could be potentially used by other EU/National Authorities in charge of CVET for the organization of relevant Business Fora in their own countries. This enhances the impact of the project and its results in the EU as a whole and builds on its sustainability.



2 OBJECTIVES OF THE RE-CVET BUSINESS FORUM

2.1 Establish partnerships between the relevant stakeholders

The main objective of the Business Forum is to bring together all the target groups of the project (CVET participants, CVET Institutions and government officials, social partners, employers – businesses, professional associations) as well as other relevant and interested stakeholders dealing with formulation of CVET policies in order to initiate and support the reform of CVET in the participating countries.

The aim of the gathering the aforementioned target groups and stakeholders is the enhancement of their collaboration in an effort to promote synergies and integrate national approaches for the improvement of the current CVET system. This will be achieved through a consultation process and development of policy recommendations in the field according to each country's existing frameworks and processes of RE-CVET reform. In addition, through the consultation, policy makers and the representatives of governmental services dealing with CVET will gather valuable feedback for the design of future active labour market policies which correspond to the needs of both the students and the labour market.

Furthermore, the interaction between CVET providers, employers and other stakeholders (social partners) will also be facilitated during the RE-CVET Business forum. The aim is to promote cooperation and fostering partnerships between CVET providers and employers who would like to accept CVET participants as trainees and CVET graduates as employees in their enterprises. In addition, they will be able to exchange views and expertise on measures for the identification of needs of the various beneficiaries (i.e. students, graduates) in order to create a valuable partnership, which will benefit both CVET participants and employers. Moreover, the RE-CVET Business Forum would be an opportunity to discuss the introduction of new training courses in occupations/specializations that are not yet provided within the current CVET structure and in which trained labour force is limited, while market demand is high.

Through the Business Forum, CVET participants will have the opportunity to receive useful insights on the challenges employers face during recruitment and on the skills required (both technical and soft skills) for meeting the needs of today's competitive labour market, thus understanding better their position in the labour and their career prospects. All the aforementioned will be achieved through the given opportunity to CVET participants to participate in workshops guided from expert academic staff through which they will be able to gain both practical advice from successful business owners and employers in the field and in addition to develop their soft skills, an important issue that was raised in discussions project partners had with social partners in the framework of the RE-CVET project.



2.2 Integrate national approaches

One of the main goals of the RE-CVET Business Forum is to bring together the stakeholders and policy makers who are related to the CVET system of their country. Through the consultation and discussions which will take place policy makers will receive valuable feedback from other bodies and organizations which are actively participating in the CVET system of the country and they could contribute with suggestions for the designing of future active labour market policies.

The aim of the gathering of the stakeholders is the formation of a consultation process to be followed when introducing new CVET programmes. Through the consultation, stakeholders could be rendered more prepared to propose more effective and sustainable solutions according to the needs of the labour market. More specifically, the gathering of the stakeholders involved in the CVET system of the country will facilitate the creation of a consolidated approach of the CVET system, taking into consideration all parameters and needs of each department in addition to incorporating elements from various national approaches that could be combined effectively. The improvement of the collaboration between the Stakeholders will also benefit the CVET participants as the standards of education and training will continue being high, while new programmes with high demand in the labour market will be developed and introduced.

2.3 Gather feedback on designing future active labour market policies

Another objective of the Re-CVET Business Forum is the collection of data and information which will support the development of a consultation process for introducing new CVET programmes, in an effort to set new approaches and to strengthen education and training paths of the workforce, by equipping participants with all the necessary competences and skills that will help them deliver high quality services and smoothly enter the labour market.

Feedback will be helpful for the development of labour market policies which will increase the involvement and cooperation on behalf of CVET providers and employers. During the consultation every involved body will be given the opportunity to express its own needs and set requirements which if fulfilled will increase the level of collaboration between the stakeholders for the benefit of the labour market as a whole. The policy recommendations could include suggestions from the employers for the improvement of the training courses according to the industrial needs of each profession. Similarly, CVET providers could propose requirements to be met during the placements of the trainees, aiming to offer them a valuable -training period in the industry of their sector of specialization. Moreover, through the forum employers will have the opportunity to express their needs for financial incentives, and Government bodies in collaboration with CVET providers will try to find solutions to satisfy their demands.

Collection of feedback for policy development will be acquired in the first part of the Business Forum, where relevant stakeholders will be invited to attend the consultation. The activities described in the following sections will set the structure for a constructive



communication and dialogue between the stakeholders which will lead to concrete conclusions about how CVET programmes can further contribute to the improvement of the labour market situation and to the development of a sustainable economy in the country.

Finally, after each session of the Forum, an evaluation form will be answered from the participants, aiming to collect more feedback on what was mentioned during the session or receive opinions which attendees did not want to express in public.

2.4 Promote work-based learning

Project partners aim to encourage the establishment and development of work-based learning and apprenticeship schemes such as dual learning systems which support the development and involvement of the skills and competences of the CVET trainees and students. Through the development of synergies that the RE-CVET Business Fora aim to create, more placement opportunities will be made available to the CVET participants and at the same time the quality of the placements will be improved.

Most of the CVET providers already have collaborations with enterprises which accept trainees as interns. The aim of the Business Fora is the increase of the amount of these collaborations in an effort to enhance the competition between the enterprises which will need to offer better quality of placements in order to receive more applications from the trainees. Furthermore it will be an opportunity for CVET participants to come in contact with enterprises of their interest and discuss more about their chosen profession.

2.5 Re-CVET Quality Code Handbook

This publication has been prepared as a product of the Re-CVET project, initiated by national educational authorities in Cyprus and Lithuania in order to improve continuing vocational education and training (CVET) systems: to enhance the uptake of the programmes offered within the CVET system and to strengthen the link between CVET and the labour market by making it more attractive to the beneficiaries of both sides (enterprises, businesses and potential employees, CVET institutions). The main purpose of the RE-CVET Quality Code Handbook's is to offer advice and propose tools for CVET providers in relation to their quality assurance procedures. It also recommends the key quality assurance principles for national authorities and policy makers in the field when supporting and evaluating the quality of the CVET providers based on the European Quality Assurance Framework for VET (EQAVET). Quality assurance refers to "activities involving planning, implementation, evaluation, reporting, and quality improvement, implemented to ensure that education and training (content of programmes, curricula, assessment and validation of learning outcomes, etc.) meet the quality requirements expected by stakeholders.

The publication is based on analysis of existing practices in Lithuania and Cyprus, other European countries, products of European Centre for the Development of Vocational Training (Cedefop), information and products by the EQAVET network.



3 STRUCTURE OF THE RE-CVET BUSINESS FORUM

3.1 Duration

The schedule provided below includes all the activities to be covered in the RE-CVET Business Fora. It can be used as it is or can be modified according to the needs of the situation of CVET system in each country. In this case, the duration of the Business Fora had 2 different proposed durations. In Cyprus the Business Forum was a full day event, with activities both in the morning and in the afternoon, whereas in Lithuania's case it was set to be a half day event. This was decided in order to accommodate the target groups in both countries in order to be able to attend the discussions.

3.2 Number of Participants

The number of participants is always debateable as the capacity of each country differs. The goal is to gather a variety of stakeholders from key players relevant to the matter so as to be able to have productive discussions. As aforementioned, the numbers vary according to the size and sector of each country. The numbers of attendees decided for such events were at least 100 participants in each partner country.

3.3 Structure

Due to the different needs in each partner country, the partnership decided to propose two structures of the events. In Cyprus, it was decided that both consultation among stakeholders and promotion of a particular set of skills among CVET participants was necessary, whereas in Lithuania, due to also the size of the CVET system, was decided to focus primarily on the stakeholders' engagement.

More specifically, the RE-CVET Business Forum in Cyprus was divided in two parts: the morning session and the afternoon session. The morning session targeted a variety of stakeholders i.e. CVET Institutions and Providers, National Authorities, Employers, Employers' Federations and Associations, social partners. The afternoon session targeted CVET participants, apprentices, and recent graduates who are interested in re-training in the field of CVET.

The relevant topics, on which discussions focused on shown below, could be seen as indicative for the organization of future Business Fora to be organised. Speakers in relevant events could propose different topics which are linked to the particular theme of the Forum in each country.

The aim of the consultation that took place was to bring together the stakeholders and other bodies who are involved in the field of CVET or represent people interested to participate in CVET programmes, in an effort to increase the collaboration between them, the exchange of ideas as well as the development of new collaborating paths which will benefit the CVET participants and their active inclusion in the labour market. During the consultation, all involved parties should be given the opportunity to express their views about the challenges



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of the current CVET system as well as to discuss the future perspectives. The main objective of the consultation is the collection of information about the current challenges as well as the formation of policy recommendations for the improvement of the system. To ensure the high- quality and attractiveness, the consultation will be led by experienced moderators.



3.4 Indicative Agendas and Topics



Re-CVET BUSINESS FORUM	
FILOXENIA CONFERENCE CENTER	
17 October 2017, 09:30 – 20:30	
MORNING SESSION	
09:30 – 10:00	Welcome coffee and Registration
WELCOMING SPEECH	
10:00 – 10:15	Welcoming Speech by Dr. Costas Kadis, Minister of Education and Culture
SPEECHES	
10:15 – 10:35	The importance of Soft Skills development within CVET Speaker: Dr. Elias Margadjis, Ministry of Education and Culture
10:35 – 10:55	Human Resource Development system: Graduate Tracking and Human Resource Monitoring System in Lithuania Speaker: Mrs. Jogile Mieziene, Policy Analyst MOSTA
10:55 – 11:15	Skills Anticipation System in Cyprus Speaker: Mr. Yiannis Mourouzides, Human Resource Development Authority of Cyprus
11:15 – 11:40	Presentation of the RE-CVET Quality Code Handbook Speaker: Mr. Konstantinos Kloudas, Enoros Consulting Ltd.
11:40 – 12:00	Coffee Break
CONSULTATION	
12:00 – 13:30	The need of re-training through CVET towards creating a sustainable economy- Challenges and Perspectives: Suggestions for system improvement Coordinator: Dr. Elias Margadjis, Ministry of Education and Culture Participants: Social Partners (OEB,CCCI, PEO, SEK, DEOK, HRDA, employers representatives)
13:30 - 14:00	Closing and Reception

AFTERNOON SESSION	
17:00 – 17:30	Welcome and Registration of participants
17:30 – 17:45	Soft skills for today's citizens Speaker: Dr. Anastasia Oikonomou, Cyprus Pedagogical Institute
17:45 – 18:15	Soft skills: important qualities sought by employers Speakers: Business world representatives Mr. Kostas Kathitziotis, Charalambides Cristis Ltd Mr. Kostas Sisamos, ENGINO Mr. Mavrikios Mavroudis, Hotel Industry Mrs. Lina Ellina, Shipping Industry
18:15 – 20:15	Methods of Development of Soft Skills – Practical Application Coordinator: Dr. Tasos Menelaou, Ministry of Education and Culture
20:15 – 20:30	Closing and Reception





RE-CVET-BUSINESS FORUM

20 November, 2017

LITEXPO, Laisvės pr. 5, Vilnius

Programme

9.30 - 10.00	Registration and welcome coffee
10.00 - 10.10	Welcome word
10.10 - 10.45	Situation and prospects of continuing vocational education and training (CVET) - Marius Ablačinskas, advisor to the Minister of Education and Science - Kęstutis Zaura, Director of Labour department of Ministry of Social Security and Labour - Linas Kadys, Head of Human resources unit of Ministry of Economy
10.45 - 12.00	Which are the target sectors of economy for CVET? - Labour market in Lithuania and measures to balance it – Inga Liubertė, director of Labour market and employment support policy implementation department, Lithuanian Labour Exchange - Human resources monitoring and forecasting system, – Jogilė Miežienė, analyst of Study policy and career analysis unit, Research and Higher Education Monitoring and Analysis Centre - Talents – the core condition for attracting direct foreign investments – Birutė Noreikaitė, Education initiatives coordinator, “Invest in Lithuania” - Change of CVET curricula on the basis of needs of sectors of economy – Jolanta Navickaitė, deputy director of Qualifications and VET Development Centre
12.00 - 13.00	Lunch
13.00 - 13.20	Experience of Re-CVET project in Lithuania and Cyprus Lina Vaitkutė, Head of Qualifications Formation Unit, Qualifications and VET Development Centre; Nikos Papaevripidis, Deputy Headmaster, Secondary Technical and Vocational Education Department
13.20 - 14.00	Panel discussion “Does CVET match the needs of employers”? Moderator Inga Balnanosienė, director of Vilnius labour exchange Participants: UAB „BOD Group“, UAB „Mokmedis“, AB „Astra“, AB „Progresas“, AB „Eglės“ sanatorija
14.00 - 15.00	Work in working groups „Recommendations for improving the correspondence of CVET to the economy needs“
15.00 - 15.30	Presentation of working groups results and summary of forum
15.30	Continuation of discussions



3.5 Policy Recommendations

Following the consultations, policy recommendations documents should be drafted and disseminated to all relevant stakeholders and policy makers in charge of CVET in the respective countries. The document will set out recommendations to address the challenges of the current CVET systems in the participating countries, including suggestions for improvements at policy level. The document will include the challenges and the proposed measures of participating stakeholders in order to provide quality opportunities to CVET participants for education, training, re-training as well as for future employment opportunities. All the recommendations should be directly linked to the consultation topic.



4 LOGISTICS AND ORGANIZATIONAL ASPECTS

4.1 Location/Venue

The location/venue of the event should be accessible from as many people as possible so as to attract more attendees. Since the Business Forum would be held at national level it is recommended that the venue should be located somewhere centrally. As the majority of the attendees will be residents of the country and might travel to the location of the event by car, arrangement of parking spaces is something to also consider.

Minimum services of the hosting place should include:

- Clean Water Closets (WC)
- Canteen with refreshments and snacks
- Good ventilation and lighting system
- Internet connection through Wi-Fi
- A small area for a coffee and relax space
- First Aid officers/ room
- IT services, projector, microphones, speakers
- Signage
- Access for people with disabilities

Apart from the services available to the attendees the venue of the Business Forum should also have other facilities available for the better organisation and functionality of the event.

Minimum facilities should include:

- At least one conference room for the speeches and round table discussions/consultation with minimum capacity of 30 people
- At least one conference room for the presentations/workshops with minimum capacity of 100 people
- Interpretation Booths for international guests
- Catering for the coffee break/lunch/dinner which will be offered to the attendees
- Parking Spaces

4.2 Invitations and Registration Forms

Invitations with information about the event (location, date, time, topic etc) should be disseminated to the relevant target audiences. In addition, registration forms should be created preferable online as they can be disseminated more easily and shared productively through e-mails, webpage of the event, social media etc. Invitations and registration forms for CVET national authorities could be also send via e-mail invitations or hard copies in a more official capacity. This, with customized invitations, can be applied for speakers and international guests.



The registration is followed by the provision of informative and promotional material, information about the facilities of the venue, and costs if any. Pre-event reminders should be sent 3-4 prior to the event launch to all registered participants.

Data Protection: It should be clarified that the information from the registrations will remain confidential and no details of any person/company/organisation will be shared with third parties. With the registration, participants will have the option to select to receive information about the project and the Business Forum following up activities only from the project partners and organizers of the event.

4.3 Promotion – Communication

Promotional actions should be taken before, during and after the organisation of the Business Forum in order to enhance its visibility, impact and sustainability. Prior to the launch of the event, a promotional and informational campaign should be initiated in order to raise awareness among interested parties. More specifically:

4.3.1 Informative and promotional material

Leaflets/posters/adds/articles about the Business Forum should be designed and published prior to its launch through the webpage, social media, magazines, newspapers, e-mails etc. Leaflets can also be printed in hard copies and given to CVET stakeholders for sharing.

In addition, promotional material should be produced for the enhancement of the visibility of the Business Forum and the project as whole in order to be disseminated during the event. Examples of promotional material are: pens, pads, USBs, folders, bags, highlighters, calendars etc.

Goody-bags with all the material about the RE-CVET Business Forum should be available and given to the participants upon registration.

4.3.2 Event page on an existing website or an Event webpage

An event page could be created including all related information to the Business Forum (i.e. about page, information about the organizers and partners, schedule/timetable, venue/location, speakers-pictures and bios, registration form, contact information, hospitality information, social media channels, FAQ, news), if possible.

Once the event is over, the event page should be updated with photos of the speakers, the debates, roundtable discussions. Also any other activities that took place during the Business Forum should be made public through the website for further promotion of the event. This could also be a place to receive more feedback and keep the audience updated on how the results of the Forum are used for the improvement of CVET programmes. A photo gallery can also be created as a quote gallery.



4.3.3 Social media accounts and engagement

Nowadays, Social Media are very popular among the young population, and can be an effective way to reach a greater audience. Social media posts could contain basic information and could direct the interested stakeholder to the webpage/social media page of the event. In addition, an event hashtag (#) can be created to enhance its branding and collecting all media posts under “one roof”.

Social media accounts could be used for publishing information and content related to the theme of the event in real time to increase the visibility and spark the interest of the public. Furthermore, this can be utilised as a source of information for people who were interested for the event but could not attend. It can even attract more people who might join the event at any time (live streaming). Moreover it encourages attendees to promote the event on the social media themselves.

Once the event has been completed, social media should be updated with photos, videos, small articles and participants’ feedback. This will help the sustainability of the project and increase its branding and impact.



4. RE-CVET BUSINESS FORUM EVALUATION

Evaluation and gathering feedback from the event participants is very crucial to the organizers, as well as helpful for the Business Forum follow up activities and sustainability. For this reason a lot of effort is been given to the collection of reviews, comments, and suggestions throughout designed evaluation forms for the event ([Annex 1](#)).

With the closing of the Business Forum participants will be asked to fill in an overall evaluation form through which they will be able to evaluate the organisation and management of the event including time management, selection of speakers, remaining on topic, keeping the balance between the speakers etc. More specifically, the evaluation form for stakeholders will also include questions about the attainment of the aims and objectives of the Business Forum as well as their views on the Quality Code Handbook to be disseminated to them at the beginning of the event.

In the same manner for CVET participants, where it applies, apart from the general questions on the organisation of the event, they will be also asked to rate their experience during the practical workshops created in order to foster their skills and strengthen their employability capabilities and the discussions and presentations by employers.

Finally, organisers should also evaluate the Business Forum themselves according to goals set (number of participants, satisfaction of participants, met of objectives and results etc.). This self-evaluation will help to the identification of the strengths and weaknesses of the overall event organisation and will feed the process of adjustments for hosting future events.



5. SUSTAINABILITY OF THE RE-CVET BUSINESS FORUM

An important factor is the Sustainability of the Business Forum, which aims to continue organising Business Fora in the following years on a systematic annual basis taking into consideration the changes in the CVET programs and system in general, the changes in the labour market and the feedback received for the previews Business Fora. A strong network will be built between the relevant stakeholders who will contribute to the continuing implementation of the Business Forum.

Organizers will analyze the evaluations received from the attendees and identify success factors of the events, which will be further developed and improved in future events. Moreover the weaknesses of the Business Forum in all its processes and activities will be identified through the evaluations from the attendees and the organizers so as to build upon them in order to improve the overall procedure of organizing and implementing the Re-CVET Business Forum. By communicating the present Business Forum Work Framework will contribute to securing a regular CVET-Business dialogue and continuous development of CVET that is in-line with societal and economical needs of the countries.

As mentioned previously, an objective of this document is its dissemination of the concept to other CVET authorities of European Union countries in an effort to enhance the possibilities of organizing such Business Fora all over Europe which will contribute to the improvement of the educational system of several countries and the Union as a whole.

The sustainability of the Re-CVET Business Forum can be linked with its inclusion in educational exhibitions, educational fairs and as part of annual job exhibitions of the relevant national authorities (Ministries of Education and Labour). There will be an attempt to include the Re-CVET Business Forum in the various events organized during the EU VET Week each year or if not possible every 2 years, as well as, along with the policy recommendations formulated and the Quality Code Handbook to be introduced as material for enhancing the strategic planning of Ministries and related stakeholders regarding the reform of the CVET system in the participating countries.



ANNEX 1 – Event Evaluation Forms

EVALUATION FORM STAKEHODLERS

Re-CVET Business Forum 2017

Please help us make the future events better by filling out this short questionnaire. You may turn in your questionnaire at the registration desk when you leave, or hand it to one of the organizers.

1. Organization of the Re-CVET Business Forum

4= I totally agree; 3 = I agree; 2 = I disagree; 1 = I totally disagree <i>(Just put an X in the appropriate box!)</i>	4	3	2	1
The Business Forum was very well organized .				
The participants received well on time all information by the event organizers.				
The material and information, including the Re-CVET Quality Code Handbook received during the Business Forum was useful .				
The topics and speakers were carefully selected based on their experience in the field of CVET.				
The consultation was well organized and coordinated .				
The duration of the consultation was sufficient .				
The location of the meeting was easily accessible .				
During the conference good opportunities for networking with professionals in the field of CVET were presented.				

2. Content and work in the Re-CVET Business Forum

4 = I totally agree; 3 = I agree; 2 = I disagree; 1; = I totally disagree <i>(Just put an X in the appropriate box!)</i>	4	3	2	1
The programme of the forum was very well structured , focusing on all key aspects of the CVET sector.				
The content of the presentations was informative and useful , addressing current				



issues in CVET system.				
The choice of topics and speakers was relevant .				
All participants had ample opportunities to express themselves, their views and suggestions during the consultation .				
The discussions were constructive and focused on concrete solutions and recommendations .				
The outcomes/results of the consultation are useful for exploitation at policy level.				

3. Based on your overall experience, would you recommend the Re-CVET Business Forum to be organized as an annual event?

- Yes
- No
- N/A

4. Do you believe that the recommendations resulting from the Re-CVET Business Forum’s consultation will have impact at policy level?

- Yes
- No
- N/A

Please explain your choice.

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5. Do you think that the Re-CVET Quality Code Handbook could be utilized in the daily practice of CVET Stakeholders (Policy makers, CVET providers, employers, social partners, etc)?

- Yes
- No
- N/A

Please explain your choice.

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6. Further suggestions (i.e. for presentation topics, materials, etc)

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Thank you!



EVALUATION FORM PARTICIPANTS

Re-CVET Business Forum 2017

Please help us make the future events organized for the project better by filling out this short questionnaire. You may turn in your questionnaire at the registration desk when you leave, or hand it to one of the organizers.

1. Organization of the Re-CVET Business Forum

4= I totally agree; 3 = I agree; 2 = I disagree; 1 = I totally disagree <i>(Just put an X in the appropriate box!)</i>	4	3	2	1
The business forum was very well organized .				
The participants received well on time all information by the event organizers.				
The topics and speakers were carefully selected .				
The practical examples were well organized and facilitated by experts.				
The location of the meeting was easily accessible .				
During the conference good opportunities for networking with speakers and employers were provided and received useful advice.				

2. Content and work in the Re-CVET Business Forum

4 = I totally agree; 3 = I agree; 2 = I disagree; 1; = I totally disagree <i>(Just put an X in the appropriate box!)</i>	4	3	2	1
The programme of the business forum was very well structured .				
The content of the presentations was informative and useful , addressing current issues for trainees/graduates in CVET sector.				
The business forum enabled me to understand much better the opportunities that CVET sector provides.				
The content of the workshops was of high quality and the objectives of the practical examples were clearly presented .				
The material provided during the practical examples was useful .				



All participants had opportunities to develop their skills and express themselves during the practical examples.				
The time devoted to practical examples was sufficient.				
The rooms facilitated the work performed during the workshop.				

3. Based on you overall experience, will you recommend the Re-CVET Business Forum to be organized as an annual event?

- Yes
- No
- Neutral

4. Please provide us with suggestions regarding the organization of future business forums (tick if you agree)

- More information on employability opportunities/re-training programmes/placements
- More contact with businesses and enterprises which are eager to hire CVET trainees/graduates
- Presentation of CVET related professions and future opportunities from employers and businesses
- Information on European programmes /incentives /subsidies schemes, etc
- More workshops on developing skills (soft skills, etc)
- Other

.....

5. Do you believe that the soft skills you have acquired during the practical examples will be useful for your future careers?

- Yes
- No
- Neutral

Please explain your choice.

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6. Further suggestions (i.e. for presentation topics, workshops, etc)

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Thank you!