

e-Skills4All

Erasmus+ KA2 Adult Education

Fighting unemployment through digital skills training

Intellectual Output 5

eSKILLS4ALL SUPPORT HUBS: A TOOL KIT for setting up, disseminating, implementing and monitoring

Presented by:

ANTENNA Limited (P5)

Project Coordinator:

Nicole Liddell

CIVIC

12 South Charlotte Street, Edinburgh, Scotland, EH2 4AX

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1. Introduction – What to expect

This is the structural section of the report, also known as INTELLECTUAL OUTPUT 5 (IO5) REPORT. From this report, the reader is expected to understand the following:

- The **Projects’ Insights**
- The **Results/Roadmap**
- The **main aims** of the current Intellectual Output
- The next steps leading to **IO6**
- **Appendices**
 - **e-Learning platform Manual & PPT**
 - **Important templates** for implementation
 - E-Learning Platform Manual PPT
 - Registration form
 - Invitation letter
 - Weekly schedule
 - Attendance List
 - Certificates
 - Evaluation forms
 - Dissemination Material (Banner, Poster, Leaflet, Newsletter, Videos, Press Releases.)
 - Email

2. Project Insights

This section will provide you with all the essential insights of the project: e-Skills4all

Title: e-Skills4All - Fighting unemployment through digital skills training

Erasmus + KA2

Duration: 01/10/2017 - 31/03/2020. (30 months)

e-Skills4All Project:

The project ‘e-Skills4All’ maintains a strong attitude towards the digital upskilling of low-skilled adults that target the re-entering of the labor market. It is especially focused on women re-entering the labor market.

The project fights digital illiteracy, skills mis-matches and long-term unemployment for low skilled adults, especially women, supporting them to return to employment with a new set of digital and employability skills that are competent enough to secure them a job position.

The main target group are low-skilled unemployed adults, mostly women, that are heavily affected by the recent crisis. Yet, the products developed will not only be dedicated to women but also to all relevant learners of all ages that are struggling with unemployment and their digital skills are not competent enough to ensure them a job that matches with their skills.

The indirect target group included education organizations and their staff to be supported in their efforts to raise the quality of Adult Learning.

More specific, the project aims to:

- Promote digital literacy.
- Fight skills mis-matches and unemployment of low-skilled unemployed adults.
- Focus on digital upskilling of adults, especially women, in order to re-enter the labour market.
- Get low-skilled unemployed adults to engage in an interactive and dynamic platform that will be user-friendly, educational and can be assessed through an e-tool.
- Provide validation and recognition of skills using the Open Badges eco-system.
- Create an innovative on-line and in-house “eSKILLS4ALL-SUPPORT-HUBS” service that support this group of adults in their search for employment by equipping them with employability skills.
- Set up the eSKILLS4ALL NETWORK that will host the guidance, advices and expertise for future employment from various organizations, stakeholders, agencies, public services etc. All of them will sign a Memorandum of Commitment to support employability prospects.

Desired impacts and deliverables:

- Introduction of multi-disciplinary and holistic approaches towards dealing with EU challenges and compliance with EC policies.
- Promotion of current EU initiatives and strategies such as Adult Agenda, New Skills Agenda for EU, Digital Agenda, e-Skills for New Jobs and the validation of non-formal learning
- Validation of digital competences acquired through EU tools and initiatives.

- Adoption of digital and employability re-skilling and up-skilling program as an EU policy for people with fewer opportunities.
- Ensure mobility, transferability, transparency and visibility of validated skills and qualification within and across youth sector.
- Create awareness and interest to stakeholders, policy makers and public/private organizations that will lead to increased benefits for them in the long-run on a National or even on an EU level.
- Upgrade young adults' digital literacy and skills to meet the needs of the labour market.
- Minimize unemployment rates and improve employability mismatches in the labour market.
- Improve national learning outcomes through the enrichment of teaching and learning that will be more attractive with the introduction of new technologies and skills.

This project consists of 6 components – called Intellectual Outputs - each of which addresses a particular aspect of the project topic and is a handy tool for any marginalized and unemployed adults (especially women) to perform better and become more employable by having easy access to valuable information they can use in their daily lives.

The project has six (6) partners that make up the consortium, which is responsible for the management and implementation of each activity that was initially agreed, but also and not limited to, more activities that the partners may agree upon during the project's life cycle.

Below are the six (6) partner organizations.

CIVIC – Project Co-Ordinator
UK



ADR Nord-Est
Romania



Emphasys Centre
Cyprus



CIVIS PLUS
Greece



WIDE
Luxembourg



ANTENNA
Cyprus



3.The Strategic Roadmap

This section presents the Strategic Roadmap (Intellectual Outputs) that were followed for the implementation of the project.

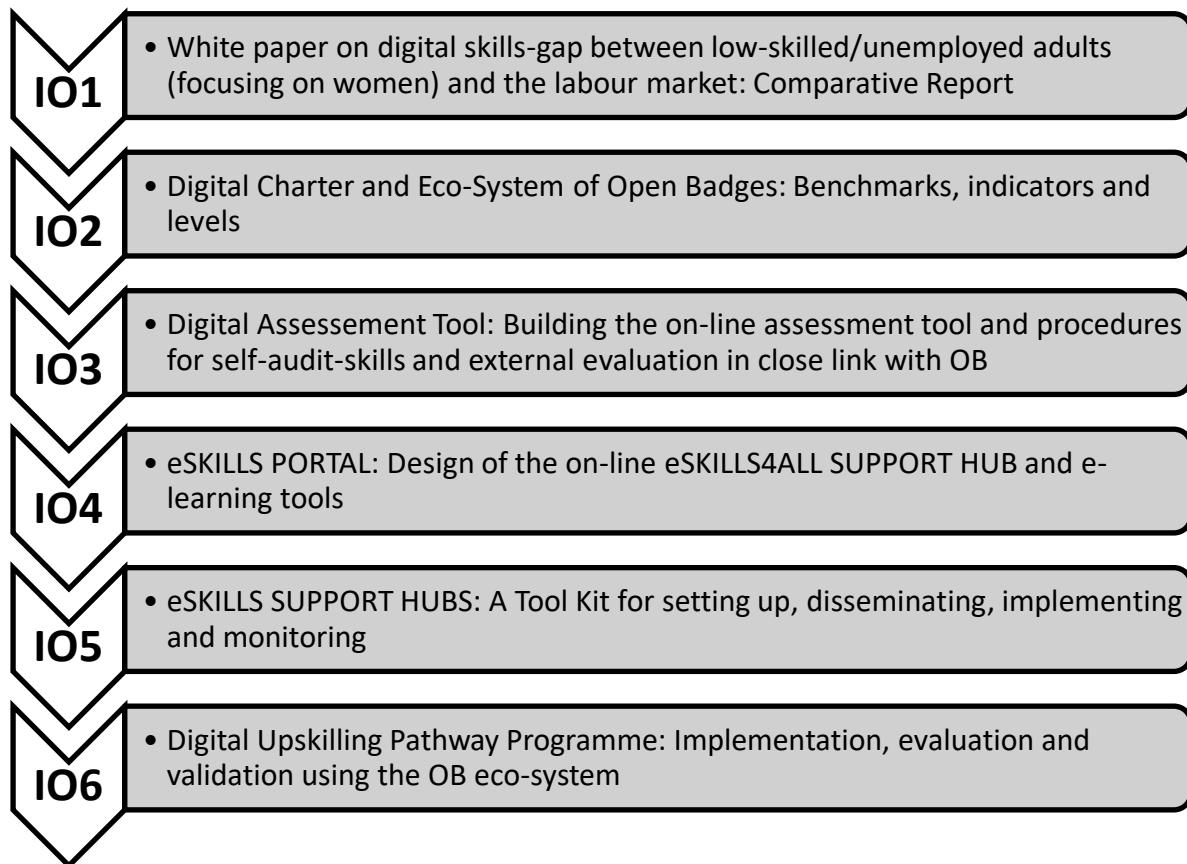


Figure 1: The eSkills4All STRATEGIC ROADMAP

3.1 Intellectual Output 1 - White paper on digital skills-gap between low-skilled/unemployed adults (focus on women) and the labour market: comparative report

This report provides a clear picture of the investigation of the consortium regarding the current scene in partner countries in relation to key aspects of the project: (a) the digital skills gap between the labour market and the low-skilled, unemployed adults (focus on women), (b) the digital needs related to employability skills of adults so that a targeted up-skilling programme is offered, (c) the current scene related to jobs and employment (data, services, tools, etc.), (d) the provision of digital and employability training courses, (e) the EU strategies and initiatives in the digital and youth field (Up-skilling Pathways for Adults, Youth Employment initiative, Youth Guarantee, EU Solidarity Corps etc), (f) the validation mechanisms.

[See ANNEX 1.A for the White Paper Report]

3.2 Intellectual Output 2 - DIGITAL CHARTER AND ECO-SYSTEM OF OPEN BADGES: Benchmarks, indicators and levels

The Digital Competence Charter (Framework) and the Open Badges (OB) system is an attempt to introduce quality standards to the provision of digital programmes, both in relation to the strengthening of low-skilled adults' profiles, but also in relation to the introduction of evidence-based data for quality assurance. This will later be linked to the self-evaluation (on-line stock taking), the professional action-plan to be proposed for each participant through the provision of the e-platform, ICT Guides, e-resources/tools for blended learning in-house, on-line and face-to-face training and the validation process to earn a DIGITAL BADGE.

In this Intellectual Output 2 you will find:

- The findings of the investigation at the EU and National Level relevant digital frameworks which specify the e-skills needed such as the DIGCOMP designed for all citizens, the OECD Report on Digital Skills etc.
- A theoretical framework in order to analyse the digital competences selected
- The digital competences' framework with benchmarks and indicators defined
- The syllabus for each of the selected digital competences in support of the teaching material
- The levelling system which supports the design of the Open Badges validation system
- The Open Badges System initiated as part of IO2 and further completed in IO3.

[See **ANNEX 2.A and 2.B** for the final version of the Digital Competence Charter and the OB table]

The **Five** modules create are as follows:

- 1) Problem Solving
- 2) Digital Content Creation
- 3) Communication & Collaboration
- 4) Safety
- 5) Information and data literacy

3.3 Intellectual Output 3 - DIGITAL ASSESSMENT TOOL: Building the on-line assessment tool and procedures for self-audit-skills and external evaluation in close link with the Open Badges

The creation of a digital assessment tool that will be based on-line, acts as the external evaluator for the low-skilled participant that will self-assess his/her skills. It is a good practice in order to assess their attitudes, skills and knowledge in relation to the aspects, benchmarks and indicators used in the Digital Competence Charter. This e-assessment tool, empowers and stimulates low-

skilled adults to enhance their digital skills, but also adult educators and providers who can later use it in their Adult Education.

This Intellectual Output (IO3) includes the following deliverables:

- Digital Assessment tool based on the Competence Framework developed in IO2
- Action Plan that will draw suggestions for improvement after the Stock-Taking and will guide/upskill young adults for them to follow during the in-house training or through the e-learning opportunities (IO4).

[See **ANNEX 3.A** for the Digital Assessment Tool]

3.4 Intellectual Output 4 - eSKILLS PORTAL: Design of the on-line eSKILLS4ALL SUPPORT HUB and e-learning tools

The dynamic and interactive e-platform/portal sets the project's functionality to a level of transparency and credibility. It is used as an Open Learning Environment that has on-line learning options. Furthermore, it acts as a communication forum among the community of users and supports and mentors participants through the provision of services, links to useful sides, peer and expert support and exchange of good practices through the Network. Eventually, it empowers and enhances the opportunities for digital and employability obtainment for low-skilled adults in order to ensure the continuous digital up-skilling of them and enable them to self-regulate their prospective careers.

The Intellectual Output 4 (IO4) includes the following deliverables:

- Learning Environment (Teaching Material)
- Moodle Manual

[See **ANNEX 4.A & 4.B** for the Learning Material and Moodle Manual]

4. AIMS AND OBJECTIVES OF IO5

This section presents the main aims and objectives of Intellectual Output 5, as it is given in the proposal.

The "ESKILLS4ALL Support Hubs: Toolkit" includes the following:

- Step-by-step Guides for digital training,
- the Manual supporting the implementation and use of the e-tool,
- the collection of resources (part which is embedded in the platform)
- all accompanying material for the project's campaign for strategic planning and exploitation.

The "Learning Tool Kit" aims to stimulate and empower unemployed adults, especially women, to develop and implement digital skills that could make them become more employable.

The "TOOL KIT" is expected to stimulate and empower adult educators, NGOs, associations, authorities, stakeholders etc. to upgrade their services for unemployed/ low-skilled adults for the acquisition of digital and employability skills thus supporting people's inclusion, access, participation etc. It can be used and transferred to other contexts and settings (VET-adults).

5. NEXT STEPS – IO6: DIGITAL UPSKILLING PATHWAY PROGRAMME: IMPLEMENTATION, EVALUATION AND VALIDATION USING THE OB ECO-SYSTEM

This section provides information about the implementation strategies in different contexts which are given in detail in the next Intellectual Output – IO6.

The main aim of Intellectual Output 6 (IO6), is the provision of opportunities for the outputs developed to be implemented through a pilot test. This will enable for the evaluation and potential revision of them before they are openly provided to be used at the National and EU level. With the completion of the IO6, a substantial number of adults (over 100) will be trained on a face-to-face and on-line spectrum, while they will be able to get the essential training from the Upskilling Programme that will be produced with case studies, guidelines, strategy, monitoring tools and assessment tools.

Practically, the Toolkit will be used as the main guideline tool for developing IO6, since it will comprise of all essential material needed to support the delivery of the project from the very beginning to the very end.

The Intellectual Output 6 (IO6) includes the following deliverables:

- Monitoring and Evaluation Template of the implementation of the project and for the meetings with the Mentors for assessment.
- Declaration, Petition and Memorandum of Cooperation.
Digital Network for sustainability and endorsement.

6. USEFUL MATERIAL

This section includes necessary templates which can be used for the implementation of eSkills4All programme. Depending on the strategy (contexts A-B-C-D-E) the following templates will be modified and localised accordingly.

List of templates:

- A. E-Learning Platform Manual PPT
- B. Registration form
- C. Invitation letter
- D. Weekly schedule
- E. Attendance List
- F. Certificates
- G. Evaluation forms
- H. Dissemination Material (Banner and Leaflet)
- I. Email

List of Appendices:

- Annex 1.A
- Annex 2.A
- Annex 2.B
- Annex 3.A
- Annex 4.A
- Annex 4.B