

Good Practice Data Collection Template

ANALYSIS AND DESIGN OF EUROPEAN GOOD PRACTICES-SURVEY		
Definition of a Good Practice		
In the context of the ERASMUS+ programme, a good practice is defined as an initiative (e.g. methodologies, projects, processes, techniques) undertaken in one of the programme's thematic priorities which has already proved successful and which has the potential to be transferred to a different geographic area. Proved successful is where the good practice has already provided tangible and measurable results in achieving a specific objective.		
Some specific criteria for Dual-T		
1. Schemes specifically related to school system		
2. Schemes specifically related to the dual vocational education and training system		
2.1	Schemes related to the use information, contents, vocational school and company	
2.2	Schemes related to the qualification and examination	
2.3	Schemes related to the constitution of responsibilities	
2.4	Schemes related to the financing of the apprenticeship	
2.5	Schemes related to train and trainer (vocational school and companies)	
2.6	Schemes related to EQF and transitions, interlocking and permeability of educational domains	
A. IDENTIFICATION OF THE GOOD PRACTICE		
1. Name or title of the scheme		
2. Brief description	2.1 Definition	
	2.2 Objectives	
	2.3 Activities	
3. Rationale	3.1 History & Background	
4. Legal basis		
5. Relevant dates and periods	5.1 Start	
	5.2 End	
	5.3 Periodicity	

6. Resources needed	6.1 Physical	
	6.2 Personnel	
	6.3 Financial	
7. Funding body		
7. Management body		
8. Level of funding	8.1 Total	
	8.2 Per period	
9. Geographical coverage		
10. Sectoral coverage		
11. Target group(s)		
12. Main mechanisms	12.1 Organization	
	12.2 Process	
	12.3 Incentive	
B. ANALYSIS OF THE GOOD PRACTICE		
13. Specific outcomes		
14. Performance indicators	14.1 ...	
	14.2 ...	
	14.3 ...	
	14.4 ...	
15. Success explanation	15.1 Success factors	
	15.2 Visibility of Good Practice	
	15.3 Impact beyond local area	
16. Has there been an evaluation or impact reports	16.1 Yes/No	
	16.2 Author	
	16.3 Results	
17. SWOT analysis	17.1 Strengths	
	17.2 Weaknesses	
	17.3 Opportunities	
	17.4 Threats	
18. Views and Opinions	18.1 From actors	
	18.2 From Stakeholders	
	18.3 ...	
19. Other Comments		
C. OCCUPATIONAL PROFILE OF:		
A. MASONS	A.1 Job profile	
	A.2 Vocational framework	
	A.3 Apprenticeship certification examination	
	A.4 Inter-company instruction	

	for vocational training	
B. BAKERS	B.1 Job profile	
	B.2 Vocational framework	
	B.3 Apprenticeship certification examination	
	B.4 Inter-company instruction for vocational training	
C. METAL WORKERS	C.1 Job profile	
	C.2 Vocational framework	
	C.3 Apprenticeship certification examination	
	C.4 Inter-company instruction for vocational training	