



IMPROVING EUROPEAN WORKEXCHANGE EXPERIENCES FOR YOUNG PEOPLE & PROVIDING TRAINING AND SUPPORT FOR TEACHERS AND ENTERPRISES

MOBILE Post Mobility Evaluation

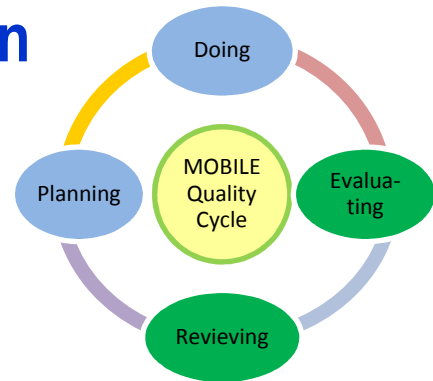



Fig. 1. MOBILE Quality Cycle

Fig. 2. MOBILE - monitoring, assessment and evaluation (incl. reviewing) and stakeholders participating in the evaluation process

			Organising tutors from sending and hosting organisation	Learners	Teachers	Work based mentors, Enterprises
Process of evaluation	Self evaluation	-	-	✓	-	
	Evaluation of mentoring process	-	-	-	✓	
	Evaluation of mobility experience	-	✓	-	-	
	Self assessment of personal development	-	✓	-	-	
	Peer mentoring groups using Measurement Tools	-	✓	-	-	
	External evaluation*	✓	-	-	-	
When?	At end of teacher training	-	-	✓	-	
	At end of mentor training programme	-	-	-	✓	
	At end of preparation programme	-	-	✓	-	
	At end of preparation	-	✓	-	-	
	After preparation	✓	-	-	-	
	During mobility	✓	-	✓	-	
	At end of learner placements	-	-	-	✓	
	After mobility	✓	✓	✓	-	
Use of?	Indicators & assessment criteria from Competence Cards	✓	✓	✓	✓	
	E-Platform	-	✓	✓	-	
	Qualitative & quantitative data	✓	-	-	-	

* Host organisation feedback (external evaluation); Sending organisation coordinates evaluation across all Participants & feedback to WP Leaders

Source: elaborated on MOBILE Quality Cycle

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Post Mobility Evaluation by the learner

The Content

- I. **Post Mobility Evaluation - what is it about?**

- II. **List of evaluation documents**
 - 2.1. Evaluation of mobility experience by the learner
(see: *Personal Review Form* from Preparation Phase)
 - 2.2. Self assessment of personal development by the learner
(see: *Skills and Qualities Self Evaluation* from Preparation Phase)
 - 2.3. Work Placement Report (see *Work Placement Report - Learner* from Mobility Phase)
 - 2.4. Letter of thanks to the work placement company and the partner college
(see: *Letter of Thanks* from Preparation Phase)
 - 2.5. Mobility Exchange Report (see: *Mobility Exchange Report* from Post Mobility Phase)



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I. Post Mobility Evaluation by the learner – what is it about?

This is the evaluation part when you reflect on how you have benefited from your work placement in another country. You will be asked to complete several questionnaires which identify your personal and professional development. This is important for your teachers and mentors, but equally for you to track your progress during this incredible experience. Some of the questionnaires you already know from 2 previous phases: „Preparation“ and „Mobility“.



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II. Post Mobility Evaluation¹

- Evaluation of mobility experience by the learner

You participated in the European mobility experience within MOBILE project funded with support from the European Commission under Lifelong Learning Programme.

In order to evaluate the quality of the mobility work exchange your opinion as a participant is required, regarding the various aspects of the mobility. Please fill the following form and answer questions as honestly as you can. The information provided is needed to help plan future international work exchanges. The data provided in this questionnaire is confidential and will be used only to analyse the quality of the mobility exchange.

Instructions for learner:

Name of the questionnaire: *Personal Review Form* from the Logbook.

Description: Now, when you are after your mobility experience, please look back at the forms you completed in the Pre-Placement planning. It will help you to see how much you gained from the placement. This is your opportunity to reflect on your experience abroad. The information also helps your home institution staff to plan for future trips and informs the funding bodies for the European Union how their money was spent.

In this questionnaire you will reflect on your:

(a) personal development (e.g. how living and working in another country helped you to achieve your personal goals) and

(b) professional development (e.g. what new vocational skills or new equipment did you use during the placement, what have been the overall benefits of your placement).

Return the report to (name of the teacher) by (date). You can together discuss your progress.

THANK YOU FOR YOUR COOPERATION!

MOBILE Team

¹ Taken from PREPARATION PHASE – document: Student Logbook from– Overseas Work Placement, Chapter Post-Placement: (b) Personal Review Form, page 32



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Post Mobility Evaluation²

- Self assessment of personal development by the learner

You participated in the European mobility experience within MOBILE project funded with support from the European Commission under Lifelong Learning Programme. Now, it's the moment to reflect on the new skills you acquired or developed. To answer to these questions could help you to recognise your competences. It's a good tool to follow your learning process and can facilitate the final compilation of the Europass Mobility Document³. While you answer to these question consider the entire period of exchange mobility. Even if at the moment you feel that some competences are missing, don't worry. Developing competences is usually very long term process (life long term process)!

The data provided in this questionnaire is confidential and will be used only to analyse the quality of the mobility exchange.

Instructions for learner:

Name of the questionnaire: *Skills, Knowledge and Qualities Self Evaluation* from the Logbook.

Description: Again, please look back at the forms you completed in the Pre-Placement planning. Please repeat your rating to see how much your skills (like e.g. understanding a foreign language, working with numbers, problem solving etc.) and qualities (like conscientious, honest, work with others, work independly, punctuality etc.) has improved.

Return the report to (name of the teacher) by (date). You can together discuss your progress.

THANK YOU FOR YOUR COOPERATION!

MOBILE Team

² Taken from PREPARATION PHASE – document: Student Logbook from– Overseas Work Placement, Chapter Post-Placement: (a) Skills, Knowledge and Qualities Self Evaluation, page 13

³ EUROPASS MOBILITY – The Europass Mobility Document is awarded to Participant after mobility experience. This document records details of the contents and the results - in terms of skills and competences or of academic achievements – of a period that a person has spent in another European country (UE/EFTA/EEA and candidate countries) for learning purposes.



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Post Mobility Evaluation⁴

- Letter of Thanks to the work placement company and the partner college by the learner

You participated in the European mobility experience within MOBILE project funded with support from the European Commission under Lifelong Learning Programme. Now, when you are after your mobility experience, as soon as possible write to your overseas employer and / or partner college to thank them for accepting you.

Instructions for learner:

Name of the template: *Letter of Thanks* from the Logbook.

Description: Once more, look back at the documents you have got in the Pre-Placement planning (students' Logbook). Go to template for short letter of thanks. As soon as possible after the placement you should write to your overseas employer and / or partner college to thank them for accepting you.

Return the report to (name of the teacher). Your letter will be posted to those who you would like to thank.

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MOBILE Team

⁴ Taken from PREPARATION PHASE – document: *Student Logbook from– Overseas Work Placement, Chapter Post-Placement: (c) Letter of Thanks, page 36*
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Post Mobility Report⁵ - Mobility Exchange Report

You participated in the European mobility experience under MOBILE project funded with support from the European Commission under Lifelong Learning Programme. Support others and tell us about your experience! Your story may be inspiring for other people and can help others going for mobility exchange. Your story may be chosen for publishing on the MOBILE project website www.mobilityinlearning.eu. Consider the possibility to publish your report on the website, please!

Instructions for learner:

Name of the template: *Mobility Exchange Report form*

Description: Write a 1-5 page, honest report, in which you describe your work-based learning period abroad. Enliven the report by telling about your personal experiences, feelings and opinions. Add some picture material with legend to the report. You can write the report freely and creatively, but avoid falling into vulgar style. Preferably use electronic version of the *Mobility Exchange Report form*.

Remember, the report is free-form and you can make the subtitles yourself, but we would appreciate at least some of the following contents would be included in your report:

- **Introduction** (where did you get information on the placement, why did you apply for the placement abroad? why did you choose this country? etc.)
- **Your expectations** (expectations of the work exchange, were they fulfilled, if so, how?)
- **Travelling and reception**
- **Everyday life and free time** (housing, meals, accommodation, free time, what places did you visit on your leisure time as a group or by yourself)
- **Your personal involvement** (contacts with local people, did you have difficulties in familiarizing with surroundings abroad, did you have problems in relating to the others trainees)
- **Satisfaction regarding support** (from (a) sending, (b) hosting organisation and (c) work supervisor for practical arrangements prior to and during the work placement abroad (d) peer mentoring group)
- **Your involvement into the work exchange, relationship with the work environment** (what did you do, did you have enough tasks, guidance at the working place, facilities in the working place, your satisfaction about your relationship with the staff, was the company tutor available during the training period, did you have good relationship between the company tutor, would you recommend the workplace to other students? etc.)
- **Language and culture incl. preparation** (what surprised you the most about the country, what things do you remember about the culture and everyday life of the host country, did language and culture training before working abroad meet with your requirements, did you manage with the foreign language, do you think your language skills have improved etc.)
- **Funny and strange occurrences**
- **Financial support** (costs of mobility, overall satisfaction regarding financial support provided by the Lifelong Learning Programme, did the host enterprise paid you a gratuity)
- **Pluses and minuses**
- **Lessons learned / problem handling** (describe any problem you encountered, did you learn something new professionally/ culturally/ about life in general, what would you do differently etc.)
- **Recognition** (overall satisfaction regarding recognition of your mobility - certification)
- **Overall satisfaction** (satisfaction in general, do you think this period will be of benefit to you in the future, how, would you go abroad again, what would you change about the exchange if you were to go again, would you recommend this experience to other students, why?)

Please, return the report to (name of the teacher) by (date). If possible attach report in electronic version. Remember about some pictures.

THANK YOU FOR YOUR COOPERATION!

MOBILE Team

⁵ Report form inspired by the best practice example elaborated in the LEOPLUS project.

