



AGENDA

EVENT NAME	Validation Seminar on Methodological Guides for Skills Anticipation and Matching - Cedefop-ILO-ETF expert seminar
LOCATION	Prague, President Hotel, Nám. Curieových 100
DATE(S)	6-7 March 2014



SUMMARY

Objectives

The purpose of the event is to present and validate the final drafts of 3 guides of the compendium of methodological guides which the ETF, Cedefop and the ILO have been developing for skills anticipation and matching (i.e. Guide on Tracer Studies, Guide on the use of labour market information (LMI) and Guide on Employers Skills Surveys). The objective of the seminar is to ensure their validity and usefulness for target audiences and provide expert feedback and advice to the authors of the guides with a view to finalising them.

Seminar structure and methods of working

The proposed format of the workshop is based on individual sessions dedicated to each guide starting with a short presentation or introduction, followed by a critical review of external experts and by a plenary discussion. The most appropriate comments and remarks will be summarised at the end of the event and will be implemented in the final drafts.

*Subject to final confirmation
Speakers will receive a detailed briefing note on their session*

Day one, 6 March

09:00 – 9:30	Welcome and introduction to the event Chair: Anastasia Fetsi, ETF Welcome by ETF, Anastasia Fetsi Cedefop, Alena Zukersteinova ILO, Olga Strietska-Ilina
9:30 – 10:30	Presentation of the Czech Skills Anticipation system Presenter tbc Q & A – Discussion
10:30 – 11:00	Coffee break
11:00 – 13:00	Session 2: Guide on the use of LMI <ul style="list-style-type: none">▪ Introduction by Hana Rihova▪ Review (<i>by formal reviewers</i>) Discussion
13:00 – 14:15	Lunch
14:15 – 16:45 <i>(Coffee break at 15.30)</i>	Chair: Olga Strietska-Ilina, ILO Session 3: Guide on Employer Skills Surveys <ul style="list-style-type: none">▪ Introduction by Ferran Mane▪ Review (<i>by formal reviewers</i>) Discussion
16:45 – 17:00	Conclusions of day one Alena Zukersteinova, Cedefop

Official Dinner at 20.00

Day two, 7 March

9:15 – 11:00	Chair: Timo Kuusela, ETF Session 1: Guide on Tracer Studies <ul style="list-style-type: none">▪ Introduction by Harald Schonburg▪ Review (<i>by formal reviewers</i>) Discussion
11:00 – 11:30	Coffee break

11:30 – 12:45	Discussion on dissemination and use of the guides in transition and developing countries Next steps Wrap up by Cedefop, ETF and ILO
12:45 – 14:00	Lunch + End of the event

In the afternoon of day two, the ETF, ILO and Cedefop will have a trilateral meeting on next steps and actions

