

Level Up! – Workplace Tutor – Learning Process Guide

Course Programme

Valencia (Spain), 26/02/2018-02/03/2018

	Monday	Tuesday	Wednesday	Thursday	Friday
9:30	<ul style="list-style-type: none"> - Opening by Fernando Benavente and Emilio Sanz (Fundación Pascual Tomás) - Course presentation and Introduction by Javier González - Participants introduction 	<ul style="list-style-type: none"> - Concepts clarification - Evaluation of learning objectives - Learning outcomes and needs - Assessment vs Evaluation - Types of assessment. 	<ul style="list-style-type: none"> - Assessment of learner's progress and learning outcomes - Documentation of learning activities - Learner Self-Assessment and Self-Documentation 	<ul style="list-style-type: none"> - Reflection methods - Competence assessment - Giving and receiving feedback - Evaluative talks - Appraisal interviews (interim/final) 	<ul style="list-style-type: none"> - Spanish Vocational Education and Training System by Emilio Sanz - Documentation of learning progress and learning outcomes assessment and evaluation
11:00	<i>Coffee Break</i>	<i>Coffee Break</i>	<i>Coffee Break</i>	<i>Coffee Break</i>	<i>Coffee Break</i>
11:30	<ul style="list-style-type: none"> - Reflection on the previous seminars - 'Conflict Resolution. Business Mediation' by Elena Baixauli (University of Valencia) 	<ul style="list-style-type: none"> - Assessment and Evaluation Tools, Instruments, Methodologies and Techniques - Observation techniques 	<ul style="list-style-type: none"> - Types of Assessment and Evaluation - Evaluation of training activities 	<ul style="list-style-type: none"> - Moodle Platform - Final Assignment by Patt Coughlan 	<ul style="list-style-type: none"> - Identification and accreditation of previous and current learning - Course Evaluation - Course Certification
13:30	<i>Lunch</i>	<i>Lunch</i>	<i>Lunch</i>	<i>Lunch</i>	<i>Finish</i>
16:00	Study visit Trade Union UGT-PV Training and Guidance Department	Study visit 'Virgen de la Esperanza' Occupational Centre for mentally disabled people	Study visit: Diputación de Valencia (Province Government). Department of European Projects and Innovation.	Study visit: FEVECTA Valencian Federation of Worker Cooperatives. Training and Guidance	
18:00	<i>Finish</i>	<i>Finish</i>	<i>Finish</i>	<i>Finish</i>	
20:00	<i>Welcome dinner</i>				