

Unit 4: Project Implementation

3 Preparation

Preparing the beneficiaries

Transcript:

Going abroad for a work placement is a great challenge, especially for young people.

They are in a new surrounding, first need to learn how to orientate and find their way, there can be a language barrier, they don't know their tutor and colleagues at work yet, equipment and methods at work might be different - this can be scary and overwhelming.

But if they succeed, they gained a lot, which will help them in their whole life.

To make this success more likely, good preparation is necessary. Preparation refers to four pillars:

- Linguistic preparation
- Cultural preparation
- Organisational preparation and
- Professional preparation

1) Linguistic preparation: Being able to communicate in a vehicular language or host country language is essential for the success of the mobility.

For stays with a duration of at least

19 days (without travel days), the EU offers a free tool for language assessment and learning – the Online Linguistic Support OLS.

Coordinators on the sending side receive an automated email from the OLS with a login and password to access the platform. But also if the stay is shorter, make sure that the learners get at least some basic vocabulary and expressions.

There are many free tools and you find some links in the resources section.

2) Cultural preparation: Living in another country is different. Being aware of this helps to avoid problems.

Please take care that the learners get information about the host country and region as well as about the host company. You can use the tool for beneficiary tool at the European Knowledge Center for Mobility. You will find the link here:

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3) Organisational preparation: 1000 things to think about... Make sure that the beneficiaries receive all necessary information about the practical arrangements - and that they find it when they really need it.

- Prepare a checklist for them what to take
- Print the relevant contact information, addresses etc. for them

Clarify the travel arrangements, accommodation, boarding, laundry, internet connection and other aspects relevant for the beneficiaries. Inform about insurances and possible legal aspects

4) Professional preparation: Discuss the expected learning outcomes and the expectations with the beneficiaries

- be realistic and have in mind the duration of the stay, the language barrier and other challenges.

In the next chapter we will deal in depth with learning outcomes and a possible work plan.

A lot of information to give. We recommend to organise two preparatory meetings. Especially the definition of expected learning outcomes takes time.

Take care that the preparatory meetings have workshop character and include some interactive exercises and games instead of just giving pure information. Mobility is an adventure and you should give them a taste for it.

If you send abroad minors, make sure that you also involve the parents.

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