



### **WP3: Capacity Building for LLL Centre & Teaching Staff**

## Module 1 Need Analysis

**Module duration:** 3 days

**Location:** Training will take place in the University of Mohamed V, Rabat, Morocco.

**Date:** 3-5 March 2015

**Trainees addressed:** 3 staff members from the LLL Centre from each partner institutions. In total a number of 18 trainers are expected to participate in the training.

**Trainers:** Rupert Beinhauer, Lisa Mahajan, Christian Friedl (FH JOANNEUM – University of Applied Sciences, Graz, Austria)

#### **Brief description:**

This module is the first of three Horizontal Competences Workshop to be delivered during the LOGIC trainings in Partner Countries. It focuses on **“Need Analysis”**, that is on how to conduct a need analysis taking into account the market labor needs. In order to set up a sound needs analysis, participants receive an introduction about the project, the specific needs of key stakeholders of University LLL and strategic considerations on a macro- and microeconomic level. A group work how to map the different stakeholders of universities & LLL centres will conclude the day. Building on this, the second day focuses on elaborating a syllabus based-on the competence-based teaching approach taking into consideration the specific needs of the LLL stakeholders. Several tools on how to conduct a needs analysis and to define courses will be presented and complemented by group working activities. The last day provides good practice examples of FH JOANNEUM.

The workshop aims to give a:

- Introduction to the LOGIC project
- Conducting a need analysis: Tools, techniques and examples
- Understanding the macro and micro environment of a university and the LLL centre: University-Business cooperation, framework conditions, stakeholder mapping, needs of the LLL target group (adult learner), good practice from Europe and a European University of Applied Science

**Learning Outcomes:**

Participants will be able to

- identify the needs of their LLL stakeholders
- apply environmental analysis, tools and techniques to effectively map the key stakeholders of their LLL centres;
- translate their stakeholders’ needs into competence-based LLL course offers
- understand how universities and companies can benefit from cooperation and align their LLL offers to labour market needs.

**Content:**

**Tue 3<sup>rd</sup> March, 2015**

9.00-9.15	Get together and Welcome	
9.15-10.30	Introduction of the LOGIC project & overview to the agenda, introduction of trainers & participants	Virginia Ferrer & Lisa Mahajan
10.30-11.00	Break	
11.00-12.00	Needs of University LLL key stakeholders I: “Customer Insights”: adult learners & cooperation with business partners	Christian Friedl
12.00-13.30	Lunch break incl. prayer times	
13.30-15.55	Needs of University LLL key stakeholders II: Macro and micro level, creating a stakeholder map of an university / LLL centre (group work 1)	Christian Friedl
15.55	Prayer times considered	

**Wed 4<sup>th</sup> March, 2015**

9.00-12.00	Competence-based teaching: Introduction, general competences (Group work 2)	Rupert Beinhauer
10.30-11.00	Break	
11.00-12.00	Specific competences (Group work 3), competence catalogue, competence levels	Rupert Beinhauer
12.00-13.30	Lunch break incl. prayer times	
13.30-16.00	Tools for needs analysis: SWOT & PESTEL, Focus Group Interview (group work 3), Questionnaire, Stakeholder Forum	Rupert Beinhauer Lisa Mahajan
15.55	Prayer times considered	

**Thu 5<sup>th</sup> March, 2015**

9.00-10.30	Presentation of LLL at FH JOANNEUM: university-industry relations & respective curriculum development, good practice examples	Lisa Mahajan
10.30-11.00	Break	
11.00-12.00	Presentation of 1 <sup>st</sup> Year Financials: Equipment & Staff Cost	Virginia Ferrer, University of Alicante
12.00-13.30	Lunch break incl. prayer times	
13.30-15.55	Conclusions on Equipment and Staff Cost & Dates of next events	Virginia Ferrer, University of Alicante
16.00	Prayer times considered	

**Learning Methodology:**

Teaching strategies suggested:	Learning tools suggested:
Output-orientated, learner-centred approach	Lectures, group work, reflection, presentation and discussion

**Infrastructure needed (estimation):**

- Translators (students sufficient)
- Presentation laptop/PC
- Projector
- Presenter
- Flipchart and flipchart pens
- Post-Its, Pins, tape, moderation cards (= colored paper cards)

**Accompanying training material:**

Powerpoint slides