

DRAFT NAVE 2 IMPLEMENTATION PLAN



Objectives	Who we are & what we need	Develop mobility documents & materials	Confirm mobilities schedule	Dissemination of NAVE2 Strategy /Exit Plan	Student Mobilities	Final Reporting & Future Planning
Tasks	<ul style="list-style-type: none"> • Communication/reporting budgetary protocols • Logging & format of project log data • Scope of institutions & regional economies • Roles & responsibilities of partners for development plans • Risk Management • Agreeing monitoring & evaluation impact measures • Confirm Implementation Plan 	<ul style="list-style-type: none"> • MoUs/ Learning agreements/personal transcripts for mobilities • Induction/language training • Documents for before/during & after mobility/certification • Health & safety & safeguarding issues • Staff development/assessor training • Engaging employers for vulnerable student placements • Assessment materials (EUROPASS?) • Accommodation & travel arrangements 	<ul style="list-style-type: none"> • Student selection criteria & procedures • Piloting & testing mobility & employer materials • Agree mobility calendar • Travel & accommodation secured Assessment protocol finalised • Interim reporting to National Agency 	<ul style="list-style-type: none"> • Finalising data log • Student/staff training • Mobility materials to partners/employers/accommodation • Widening dissemination activity • Sustainability planning/New members? • Finalising content & design of Manual for Strategic Partnerships 	<ul style="list-style-type: none"> • Monitoring arrangements • Recording & evaluating experiences of students/ staff/ employers • Analysing & reporting on mobility feedback • Finalisation of all documents & materials for website & dissemination 	<ul style="list-style-type: none"> • Impact assessment on participants/local/regional/international • Widening dissemination • Future partnership collaboration arrangements

Continuous Timeline

Maintaining communication, reporting & budgetary protocols

Self evaluating quality of project activities & managing risks

Expanding & improving engagement with companies & other colleges

Dissemination, dissemination, dissemination