

# **EQAVET Quality Cycle**

**An on-line tool to support the  
development of the European Quality  
Assurance Reference Framework  
for VET in the national contexts**

**Users' manual**

## Contents

- 1. EQAVET Quality Cycle overview**
- 2. Building Your System and Monitoring Your System**
- 3. Case Studies**
- 4. Glossary**
- 5. About us**

## 1. EQAVET Quality Cycle overview

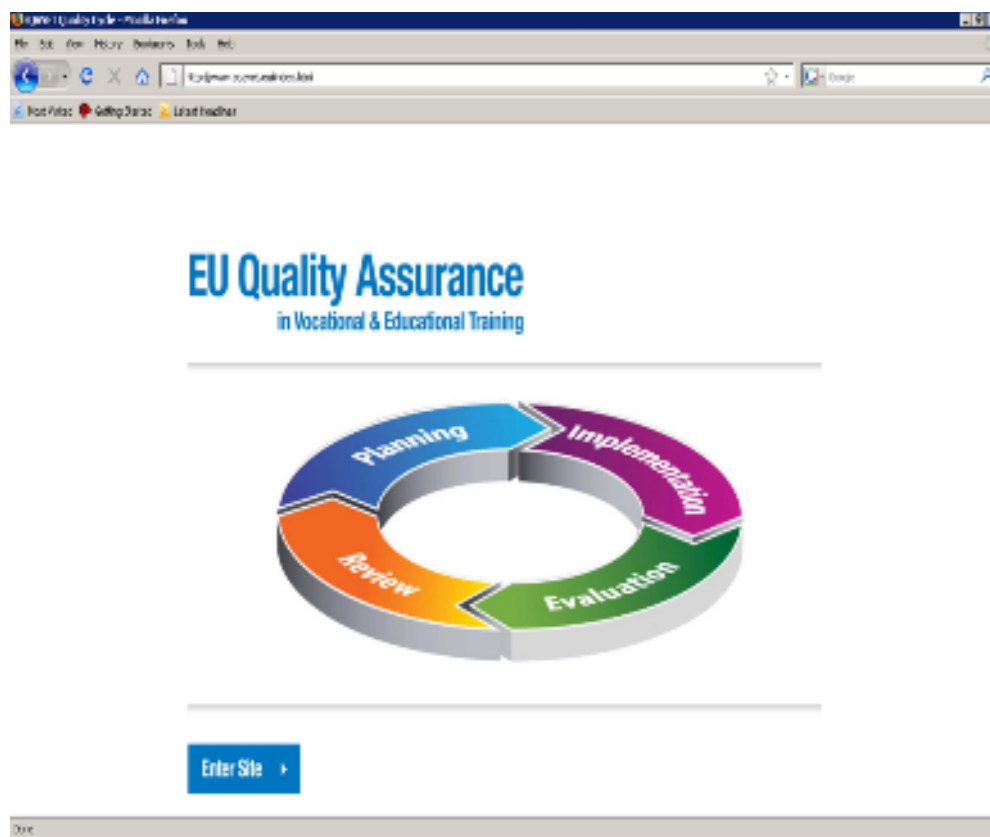
The EQAVET Quality Cycle is an on-line software tool for guiding Quality Assurance National Reference Points and other relevant stakeholders to improve and implement their quality assurance system in line with the European Quality Assurance Reference Framework (EQAVET Framework).

The EQAVET Quality Cycle integrates the work achieved by the EQAVET working groups on guidelines and indicators (June 2010-February 2011). It complements the work developed by ENQAVET (2008-2009) creating a multimedia guidance of high-quality.

### About the EQAVET Quality Cycle

The EQAVET Quality Cycle is an on-line tool designed to support national implementation processes and actions aligned to the Recommendation on the establishment of the EQAVET Framework.

Fig 1 – Homepage



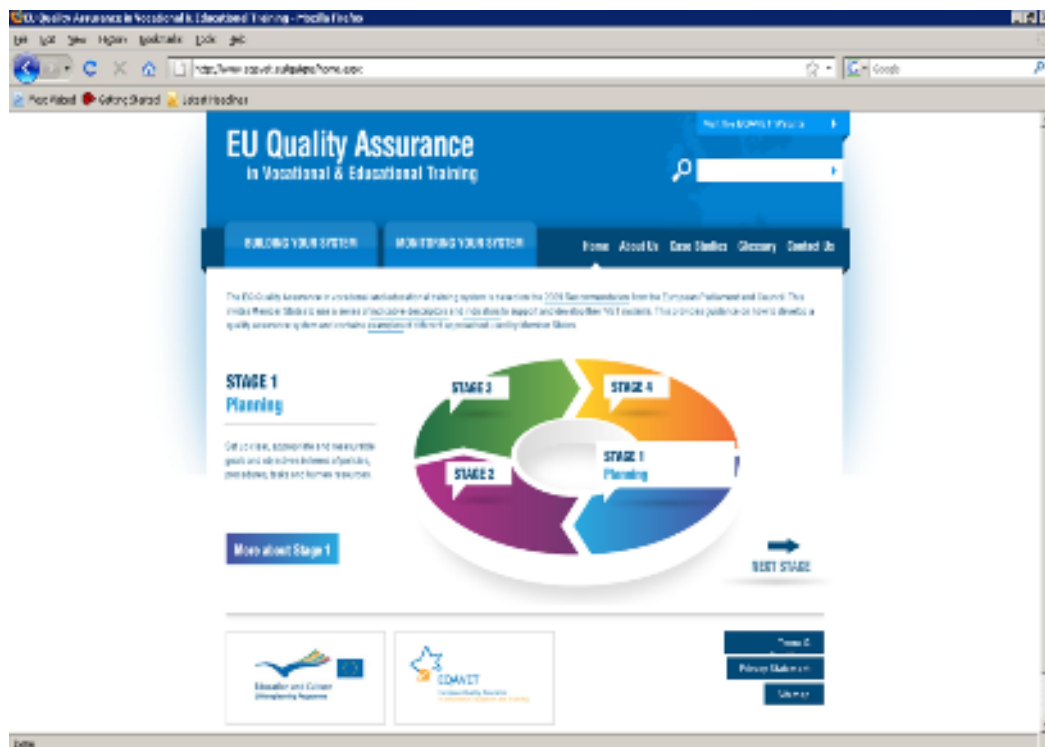
The tool is accessible from the homepage of the EQAVET website at [www.eqavet.eu](http://www.eqavet.eu)

Fig 2 – EQAVET homepage website, [www.eqavet.eu](http://www.eqavet.eu)



When you enter the site, the 4 stages of the EQAVET Quality Cycle are briefly described. From any of the stages shown – i.e. Planning, Implementation, Evaluation and Review – you can access information on the EQAVET indicative descriptors and indicators related to each stage of the Quality Cycle.

Fig 3 – Overview of the EQAVET Quality Cycle



The main features of the IT tool – which appear on the upper menu – are:

- *Building your system*
- *Monitoring your system*
- *Case studies*
- *About us*
- *Glossary*
- *Contact Us*

**Fig 4 – Tool's main tab**



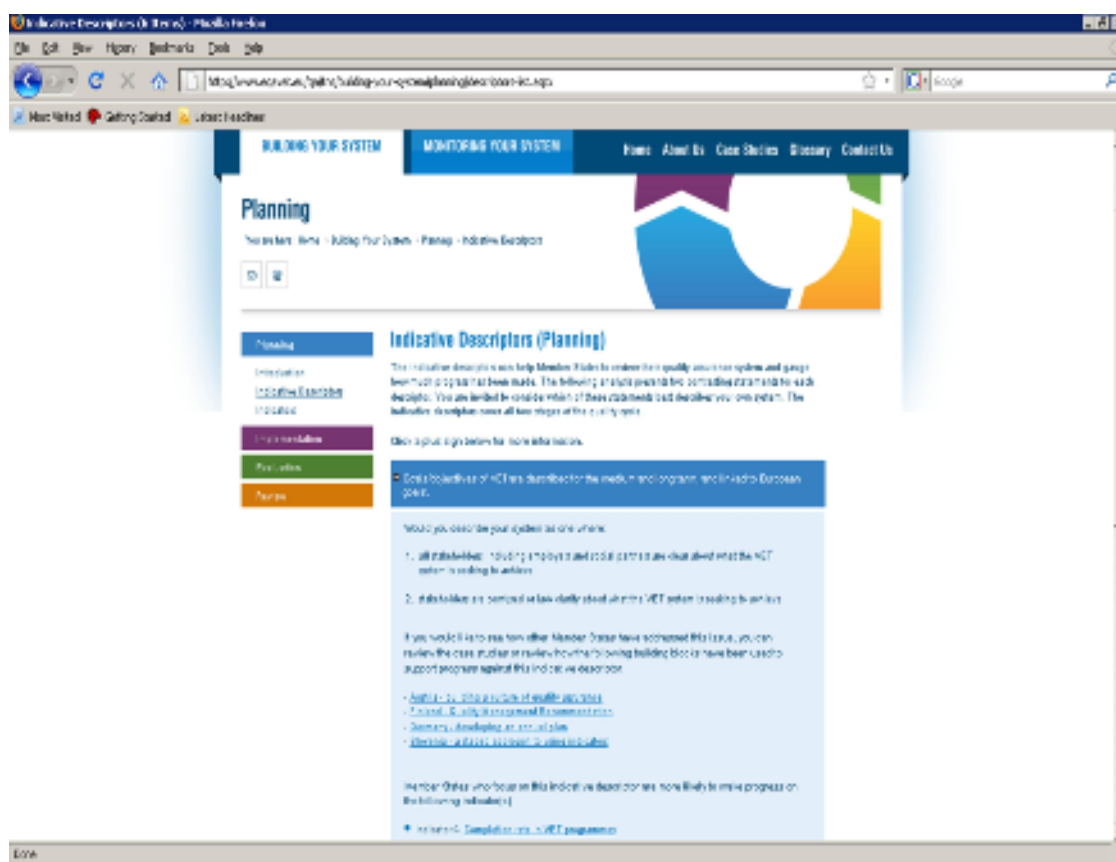
## 2. Building Your System and Monitoring Your System

The tool is structured around the *Building your system* and *Monitoring your system* sections. These two sections provide two sets of guidance:

- A) how to build and improve quality assurance systems (and VET provision)
- B) how a system/provider can self-monitor its system and self-assess progress against targets

### A) Building Your System

Fig 5 – Three types of guidance for each EQAVET indicative descriptor



The Building Your System section focuses on the EQAVET indicative descriptors of each stage of the EQAVET Quality Cycle. From here, you have access to three types of guidance in relation to the indicative descriptors of the four stages of the Quality Cycle:

1. **Case studies**, which provide illustration of existing good practices in Member States for each indicative descriptor.
2. **The EQAVET indicators** that can be used to improve further and monitor each indicative descriptor.
3. **Building Blocks** (developed by ENQA-VET in 2008-2009) and their related lessons learnt based on national experiences.

Fig 6 – Guidance of EQAVET indicators from the indicative descriptors' perspective and related Case Studies

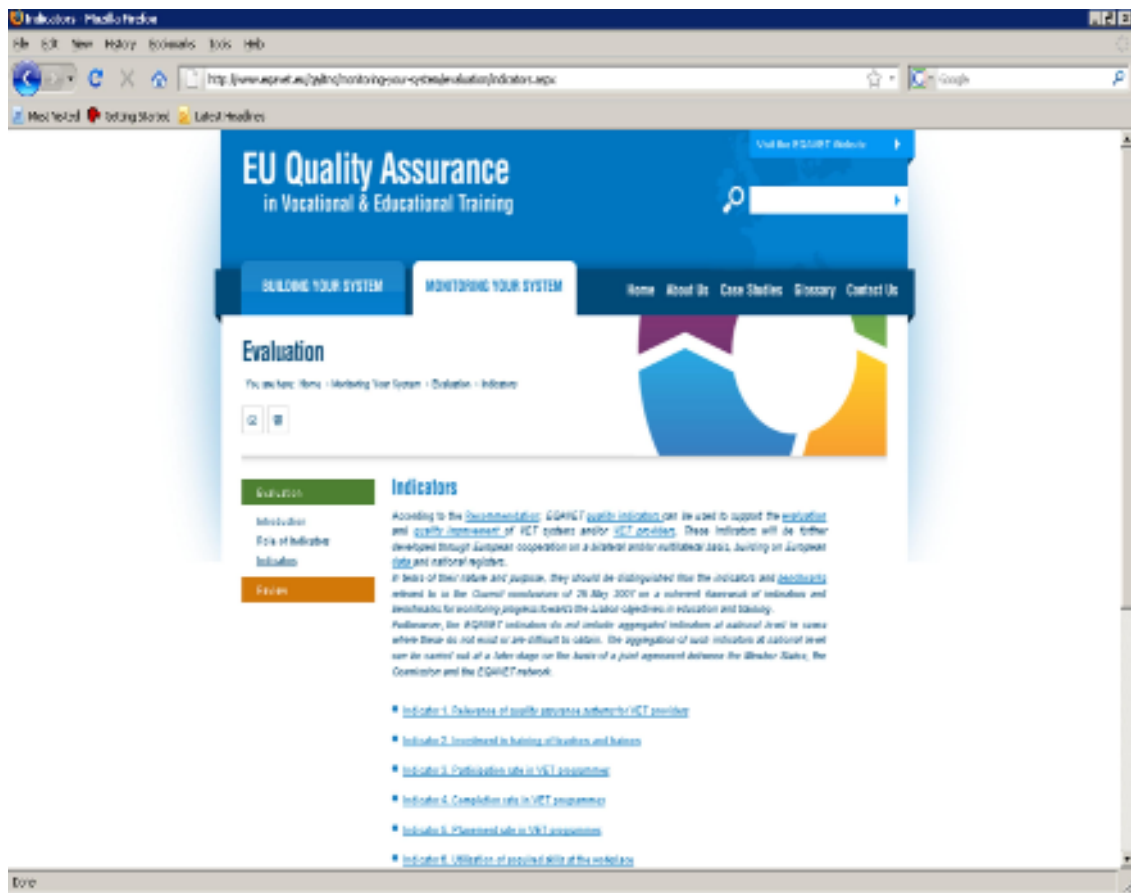


## B) Monitoring Your System

The Monitoring Your System section offers advice in terms of self-monitoring and self-measuring the VET system/provision. It focuses on the Evaluation and Review phases of the EQAVET Quality Cycle.

The Evaluation section focuses on the EQAVET indicators, offering technical, operational and practical direction or advice in relation to the application and/or implementation of ten EQAVET Indicators.

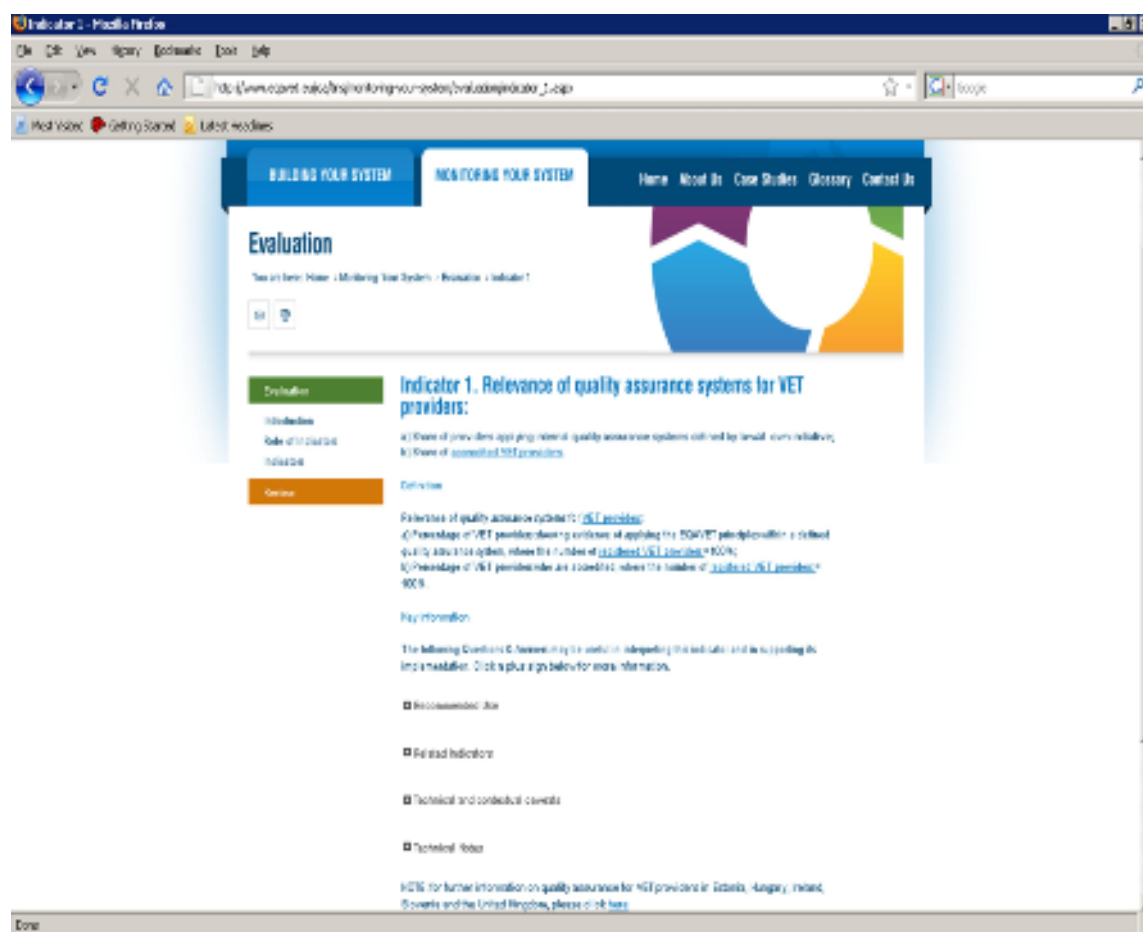
Fig 7 – Evaluation stage within the Monitoring Your System section



Each EQAVET indicator provides technical information in relation to the following implementation issues:

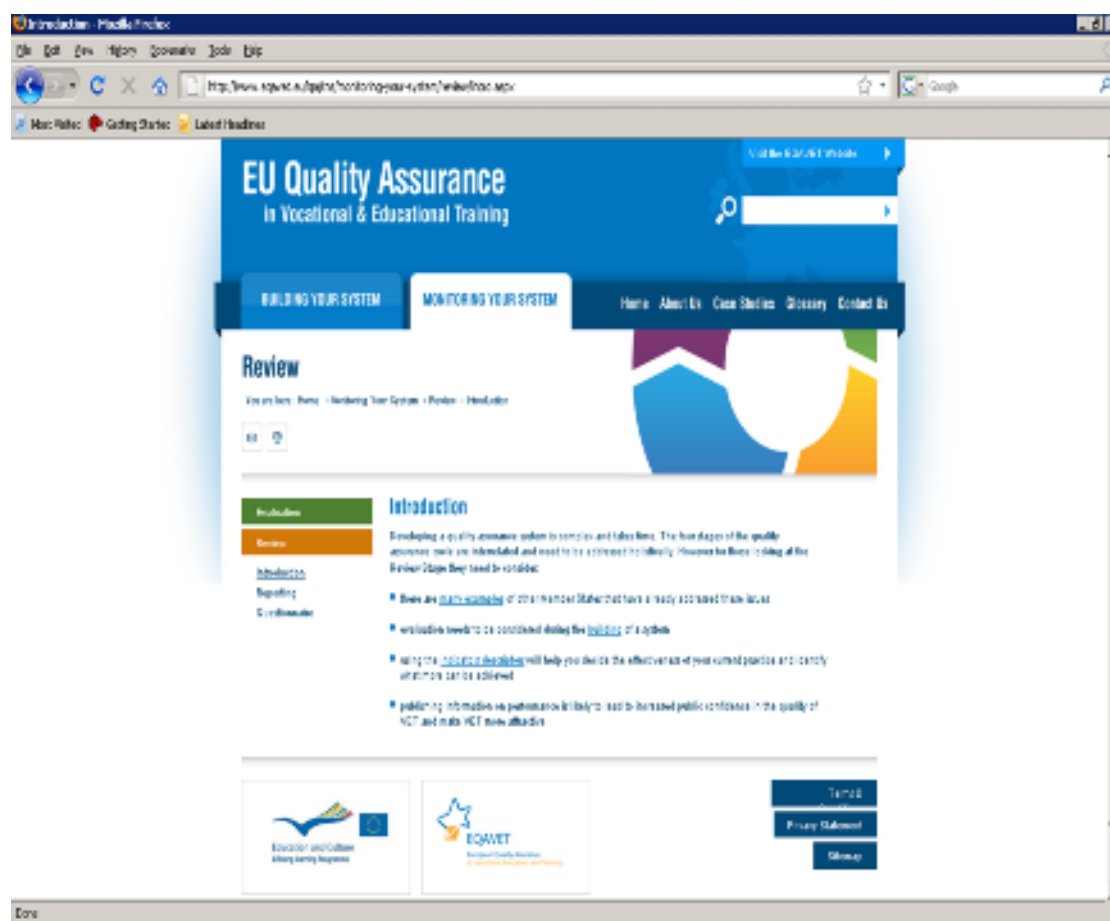
- Recommended use (indicators' policy rationale and usefulness)
- Related EQAVET indicators
- Technical and contextual caveats (implementation challenges)
- Technical notes (data elements needed to generate the indicators in the national context)
- Existing practices among Member States in relation to each indicator

Fig 8 – Technical analysis to support EQAVET indicators implementation



The Review section supports Member States to report on the implementation of the Recommendation, which will form part of the E&T 2020 reporting process (in the process of being developed).

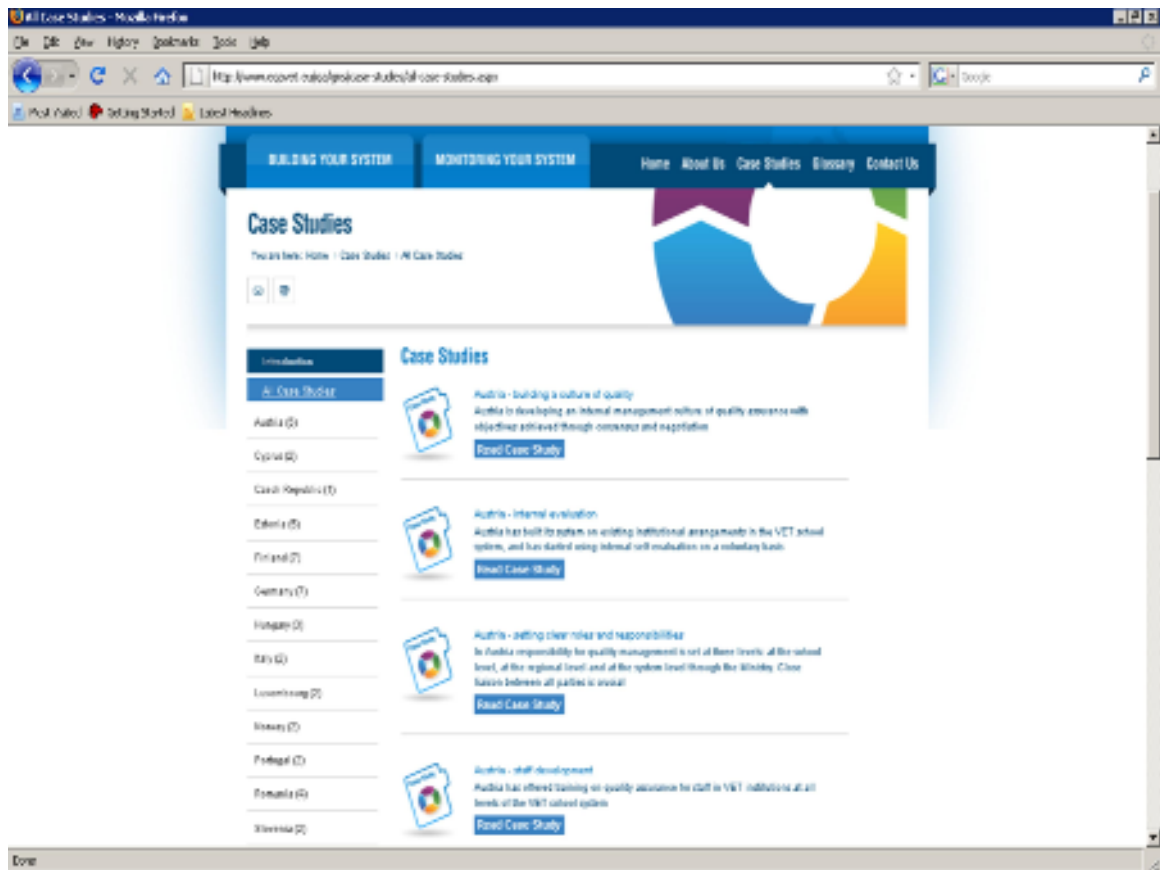
Fig 8 – Supporting the reporting process



### 3. Case Studies

The IT tool gathers 55 Case Studies, which provide illustration of existing practices among Member States in relation to the EQAVET indicative descriptors. From each case study, you have access to national websites which provide more detailed information about the case study.

Fig 9 – Case Studies

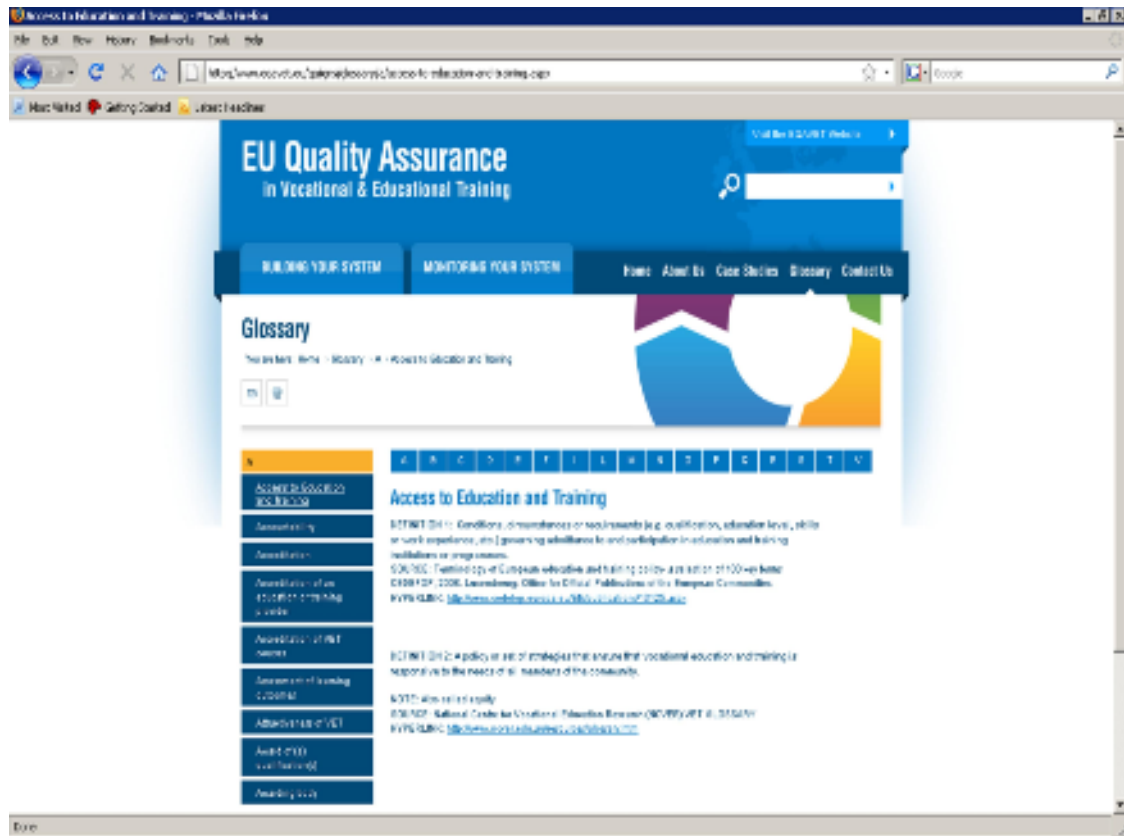


## 4. Glossary

In the Glossary each term is defined in accordance with 'official' sources. These sources are provided together with their electronic links. By clicking on the electronic links you will be sent to the website where you can view the source definitions.

Each term is linked to related terms within the IT tool Glossary.

Fig 10 – The Glossary of Terms



When a term is used in the IT tool, a hyperlink will bring you to the Glossary where you can view the definition of the term and related information. This aims to help users to understand the content of the IT tool.

## 4. About Us

The 'About Us' section provides background information to the IT tool. The information provided is general and covers the following:

- EQAVET
- The European Quality Assurance Reference Framework
- How the IT tool works
- Acknowledgments (to Member States, EQAVET experts and ENQA-VET)
- Participating countries (where the name and country of the EQAVET working groups' participants who have developed the IT tool are specified. The section refers also to the participants of the ENQAVET Thematic Groups on guidelines and indicators, 2008-2009, as the Quality Cycle IT tool builds on the results achieved by them).

Fig 11 – About us, Acknowledgements and Participating countries

