

The 5 phases of the EASY incl. project

Phase 0 Self-assurance

- What: clarifying terms; competence check in SMB/NGO
- Objective: to determine own strengths and need for further education
- Who: all partners
- When: December 2008 – January 2009 (presentation of results at partner meeting, Helsinki)

Phase 1 Qualification

- What: developing a qualification concept “learning supporter for informal learning on the spot”; implementation in all five partner countries; participation of SMB/NGO staff (+ partners and other persons interested) in training
- Objective: to gain experience and results for further development, multiplication
- Who: PBW, AEA OK, GÜKAMER, BNU, Glotta (development of concept); Mobilé, SPEK, KSAD; NPM, KOZ (testing of concept)
- When: January – March 2009

Phase 2 Piloting

- What: analyzing educational needs of SMB/NGO clients; developing and piloting of informal and self-directed non-formal education offers in SMB/NGO; documentation and evaluation of experience
- Objective: to gain experience and results for further development, multiplication
- Who: Mobilé, SPEK, KSAD; NPM, KOZ (supported by coaching)
- When: June – December 2009



Phase 3 **Product development**

What: modifying of qualification concept (based on previous experience, results as well as on expertise of advisory board)

Objective: developing and revising the final products (qualification concept, compendium, video-CD-Rom)

Who: PBW, AEA OK, GÜKAMER, BNU, Glotta (text development)

 Mobilé, SPEK, KSAD; NPM, KOZ (revision of text)

 PBW (editing and layout)

 BNU by subcontract (production of video CD-Rom)

When: January – October 2010

Phase 4 **Cross-sectional tasks**

What: valorization, management and quality assurance

Who: PBW, in collaboration with **subcontractors** (evaluator, advisory board) and in cooperation and coordination with all **partners**

When: continuously, throughout the lifetime of the project