



Needs Analysis Questionnaire for ALLVET Vocational staff and/or staff supporting

Subtitle: Vocational Staff

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Vocational Staff

NOTE: This form should be completed separately by at least three persons per PC institution from the partner university module team including those who will be selected to take part in the English for Specific Purposes Training (Thessaloniki) and the Pedagogical ECTS/ Tuning modular system training (Bilbao).

It is important that this is filled out carefully as a report will be prepared for the Coordinators and the EACEA. Some answers just require an (X)

Please send the minimum 3 completed forms per mail to Ms. Margret Schäfer at TU Dresden (margret.sch@online.de) using email reference line ALLVET TRAINING NEEDS ANALYSIS no later than 20. May 2020.

Name of Institution:

Full Name of Staff Member:

General Needs Analysis Questions

1	Have you participated in Capacity Building projects before?	Yes/No
2	What is/are your current teaching subject area(s)?	
	Answer:	

ESP needs analysis questions for potential participants in ESP Training

1	Do you hold an official certificate of English? If so, based on the Common European Framework of Reference for Languages, which is your level of proficiency in English? ¹
	<ul style="list-style-type: none"> ▪ A1 ▪ A2 ▪ B1 ▪ B2 ▪ C1 ▪ C2
2	If you haven't been assessed, based on the Common European Framework of Reference for Languages, which would you say is your level of proficiency in English?
	<ul style="list-style-type: none"> ▪ A1

¹ (see

<https://rm.coe.int/CoERMPublicCommonSearchServices/DisplayDCTMContent?documentId=090000168045bb52>)

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	<ul style="list-style-type: none"> ▪ A2 ▪ B1 ▪ B2 ▪ C1 ▪ C2
3	<p>Are vocational training teaching staff in your country required to have a certain level of English? Based on the CEFR, what level of proficiency in English would you say is required?</p> <p>Answer:</p>
4	<p>0</p> <ul style="list-style-type: none"> ▪ Project management in Education ▪ Pedagogy ▪ Learning and Teaching ▪ Curriculum Design and Development ▪ Course Design and Accreditation
5	<p>What skills and competences are you interested in being trained for in English? You can select more than one.</p> <ul style="list-style-type: none"> ▪ Presentation skills ▪ Writing skills ▪ Note-taking ▪ Speaking ▪ Critical Reading ▪ Critical Writing ▪ Employability ▪ CV writing ▪ Career development
6	<p>What kind of tasks/activities are you interested in attending and teaching? You can select more than one.</p> <ul style="list-style-type: none"> ▪ Conversations ▪ Presentations ▪ Pair/group work ▪ Individual work ▪ Hands-on experience
7	<p>Which aspects of project writing do you find challenging with? You can select more than one.</p> <ul style="list-style-type: none"> ▪ Structure ▪ Grammar ▪ Vocabulary ▪ Paragraph structure ▪ Development of ideas ▪ Critical Writing

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8	<p>How would you like to be trained?</p> <ul style="list-style-type: none"> ▪ Attending power point presentations with theory ▪ Having workshops ▪ A combination of both
9	<p>If the course in ESP is replicated within your institution and country, which skills would you like to focus on? You can select more than one.</p> <ul style="list-style-type: none"> ▪ Listening skills ▪ Speaking skills ▪ Writing skills ▪ Reading skills ▪ Vocabulary ▪ Communicative skills ▪ Critical thinking ▪ Problem-solving ▪ Presentation skills ▪ Note-taking ▪ Critical reading ▪ Critical writing ▪ Employability ▪ CV writing ▪ Career development
10	<p>Are there any other areas in which you would like to be trained but were not mentioned above? Please specify.</p> <p>Answer:</p>

Needs analysis questions for potential participants in Pedagogical Methodology Training on ECTS/TUNING Modular System

	Questions	Answers
1	Which are requirements and legal framework for continuous/further education in your country?	
2	Are these requirements the same for higher education and VET?	
3	Do you offer courses on continuous/further education at your institution? What are the limitations to developing new courses?	
4	What kind of information do you need to start developing new course(s) on continuous/further education? What is the procedure?	

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5	How does the new course on continuous/further education have to be approved/accredited?	
6	What themes do you consider to be important for a course for VET specialists?	
7	How many VET specialists need training in your university? In your region?	

Needs analysis questions for potential participants in Pedagogical Methodology Training on Communicative Approach/Case Studies

	Questions	Answers
1	To what extent have you received training on the Communicative Approach in teaching?	
2	To what extent have you received training on English as a Medium of Instruction?	
3	What support do you require here? (key words will do)	
4	To what extent have you received training in teaching case studies?	
5	What areas can we support you on?	

Note: **English as a Medium of Instruction** (EMI) commonly refers to the use of **English** in the in higher education programmes instead of the domestic language of the country in question or on a parallel language use basis.