



Development of Communication and Cooperation Structures

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Quality development and assurance in the IVET process in skilled-craft painting and varnishing SMEs in Hamburg ("ML-QuES")

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Key figures



- 18 companies (less than 10 up to more than 90 employees)
- Guild
- Chamber of skilled crafts
- Vocational schools
- Independent educational institutions
- Young offenders' institution

Development of the project



Inventory

- Questionnaire survey
- Interviews



Development of Instruments



Implementation of Instruments



Evaluation of effects

Main findings/ Instruments



- **Support of workplace-based, operational capacity (ability to act properly) and vocational competence of trainees**
 - Learning-process mentoring
- **Structuring and Organisation of company-based IVET**
 - „Strukturierungstafel“ (tablet to structure IVET)
 - „Laufzettel“ (piece of paper with tasks written down)
- **Communication on IVET Process**
 - „Berichtsheft“ (apprentice's record book)
 - „Ampeltafel“ (to estimate and indicate level of knowledge)

How to improve communication structures with our instruments?



Despite pressure because of lack of time and work on building sites, make sure:

- to communicate regularly on set dates and times
- to communicate in a trusting and constructive atmosphere
- to communicate about all fields of IVET (company, school, training centre)
- to get to know opinions of direct colleagues/ journeymen
- to work out a written and binding agreement that is focused on certain things/ topics/ tasks (both opinions to be considered: person responsible for IVET and trainee)

Development of cooperation structures within the project?



- Regular workshops of groups working on one topic
- Regular project meetings
- Regular meetings that are offered by school (LOK)
- Exchange of trainees
- Further workshops and trainings on topics that are helpful for all companies

➤ Establishment of a Quality Development Circle



Thank you for your attention!