



EUROPEAN COMMISSION
Directorate General Education and Culture

Lifelong learning: horizontal policy issues and 2020 strategy
Skills and Qualifications

Joint EQF/PLOTEUS Portal Steering Group

Brussels, 20 November 2012

Meeting room 10/71, Madou Building,
Place Madou, Brussels

Draft agenda

- 13.00 – 13.15** **Welcome, adoption of the agenda and introduction**
Ana Carla Pereira, Head of Unit A2, DG EAC
- 13.15 – 14.15** **Introduction round**
Members are asked to introduce themselves and in particular refer to the specific experience they represent within EQF/Ploteus/Euroguidance and their acquaintance with the other areas. In addition members are asked to present in detail the aim and status of their country with the EQF portal and or Ploteus and what they expect from the Joint EQF/Ploteus portal Steering Group.
- 14.15 – 15.45** **User's consultation**
- *The Commission will present a proposal for a user's consultation*
 - *Members are to discuss on what is the site to provide to whom and how*
This exercise should result in:
 - *definition of the (existing and potential) users groups*
 - *questions per user group to be used in user's consultation*
- 15.45 – 16.00** **Coffee break**
- 16.00 – 17.00** **Quality Assurance**
- *On the basis of a discussion note, members will discuss the current quality assurance mechanisms of both sites and suggest ways to improve it.*
- 17.00 – 17.30** **Conclusions and way ahead**