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/Ploeteus/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/Ploeteus 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