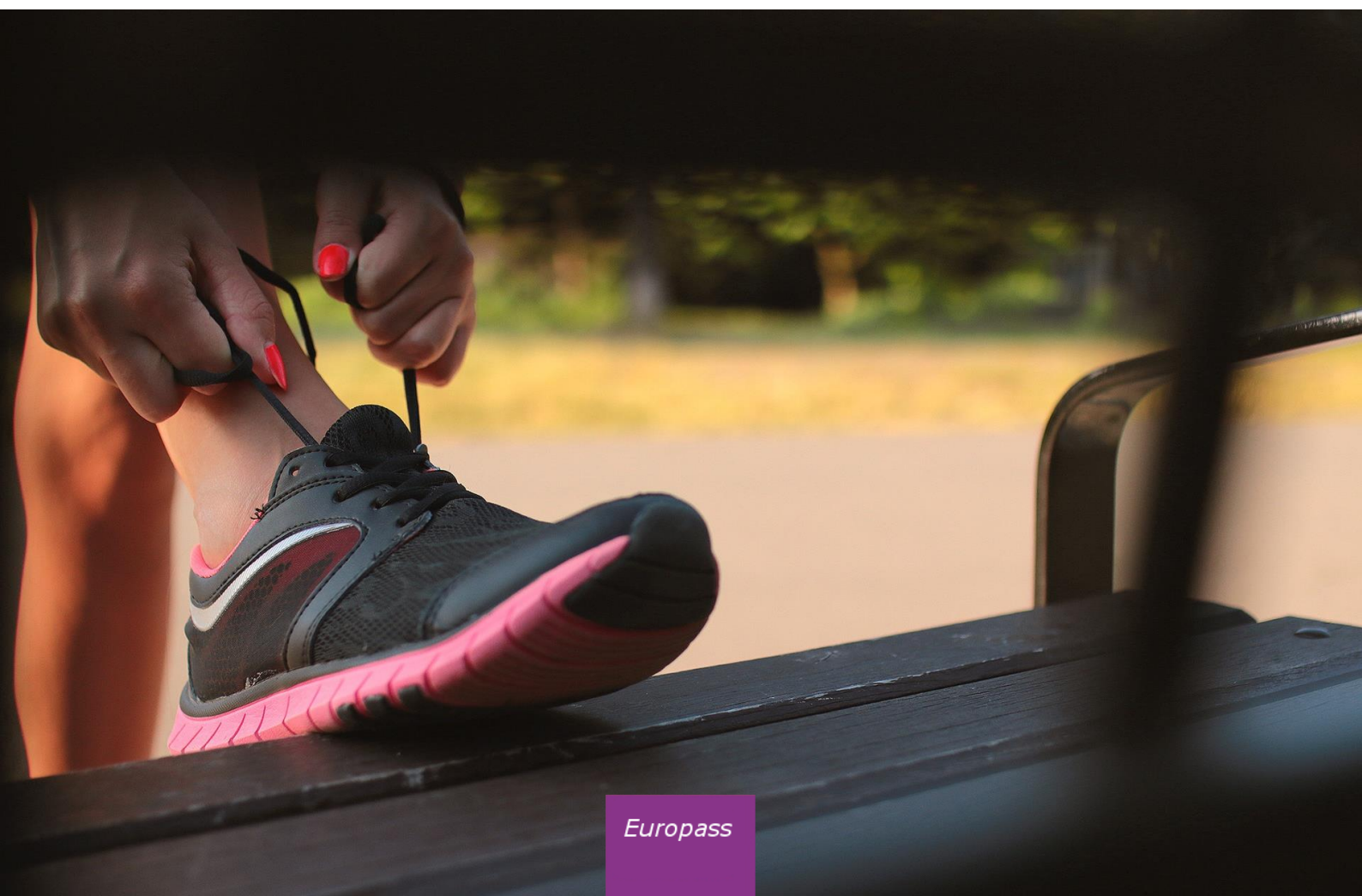


Pulling together

Draft work plan for the Europass Advisory Group 2018-2019

*Document for the
1st meeting of the Europass Advisory Group
28 September 2018*



1 Purpose of the document

The new Europass can only be successfully implemented by working together. The Commission will cooperate closely with the Europass Advisory Group throughout the development and operation of the new Europass, as stated in the new Europass Decision:

The Commission should ensure the coherent implementation and monitoring of this Decision through a Europass advisory group composed of representatives of the Member States and relevant stakeholders. The advisory group should, in particular, develop a strategic approach to the implementation and future development of Europass, and advise on the development of web-based tools, including through testing, and on information provided through the Europass online platform, in cooperation with other groups, where relevant.

Recital 32 of the Europass Decision

With this document the Commission proposes a work programme for the first phase of cooperation with the Europass Advisory Group until the release of the new Europass in Winter 2019/2020. The Commission invites members of the group to provide any comments on this draft work programme.

2 Background: Europass development cycle

The Europass development cycle (see fig. 1 below) starts with the initiation phase, which determines the overall scope of the entire project. It includes the negotiation of the Europass Decision and establishing the Europass Advisory Group.

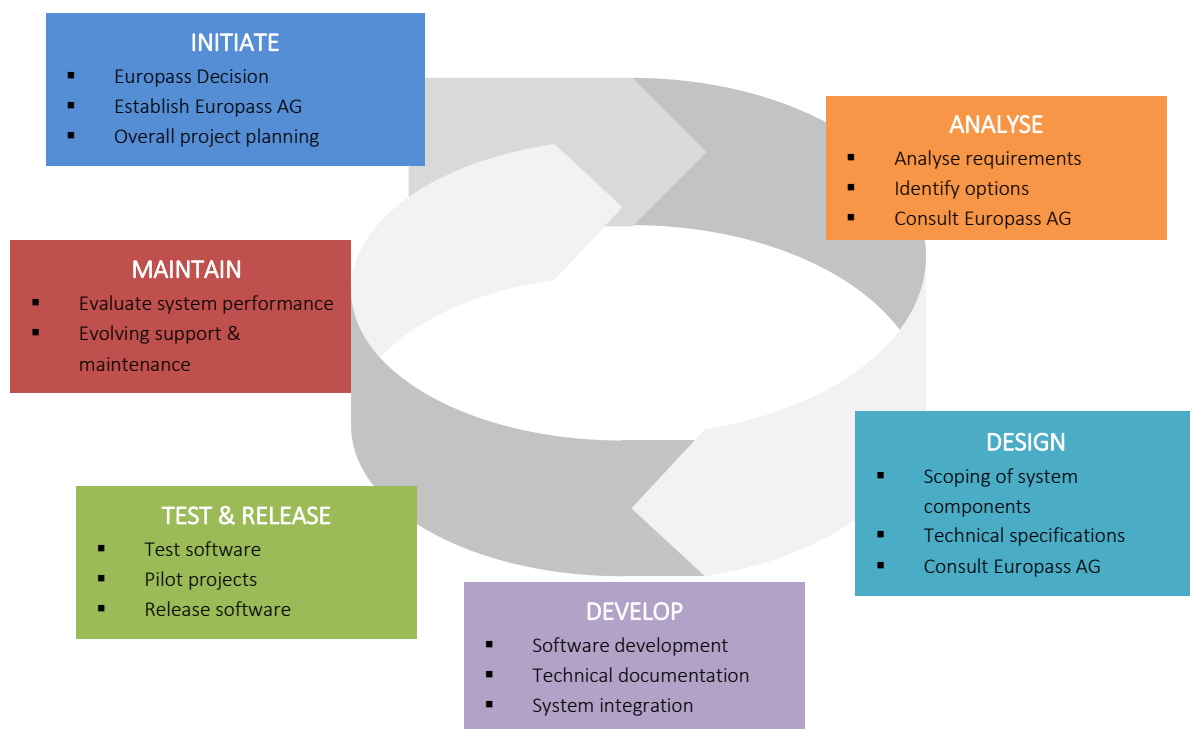


Fig. 1: Europass development cycle

For each module of the new Europass, the development process can be described in five main phases:

- An **analysis** of requirements helps to identify the options for solutions to implement a functional module. At this phase, the Commission will consult the Europass Advisory Group on the overall concept, including the requirements and the preferred solution(s).
- In the **design** phase the Commission determines the scope for each system module and develops technical specifications for the development team. Throughout this process, the Commission will continue discussions with the Europass Advisory Group.
- During the **development** phase, the Commission develops each component according to the specifications and integrates them into the overall system.
- The **test and release** phase includes internal testing, as well as testing in cooperation with the Europass Advisory Group and with stakeholders. After successful testing, we install a new version of the Europass platform and release it to the public. The test and release phase can also include pilot projects with project partners to test system functionality in a realistic scenario.
- The **maintenance** phase contains any activities that are needed to keep the system up and running, such as bugfixing, hosting, procurement of licenses, monitoring of the infrastructure and updating of software components. During maintenance the Commission evaluates the overall system performance, including quality of the data exchanged with other systems, discusses evaluation results with the Europass Advisory Group, and identifies needs for any new functionality.

3 Draft work plan

The Commission suggests the following work plan for the cooperation with the Europass Advisory Group until the launch of the new Europass:

		Web based tools including e-Portfolio	Information provision	Europass Interoperability	Digitally-signed credentials	Communication and outreach
Sep 2018	1 st Europass AG	Discussion of the scope	Discussion of the scope	Discussion of the scope	Discussion of the scope	
Oct 2018	Joint Network Meeting	Discussion of the concept	Discussion of the scope	Discussion of the scope	Discussion of the scope	
Nov 2018	Expert workshop on digitally-signed credentials				Expert review of the concept	
Dec 2018	Expert workshop on the e-Portfolio	Expert review of the concept				
Dec 2018	2 nd Europass AG	Progress update during design phase				
Dec 2018	Joint meeting between representatives of the Europass AG and EQF AG		Discussion of requirements for making information on learning opportunities, qualifications and recognition practices available		Discussion of the conceptual model	
Jan 2019	Expert workshop on Europass interoperability			Expert review of the concept		
Feb 2019	Joint Network Meeting	Progress update during design phase	Discussion of requirements	Discussion of the concept		
Mar 2019	3 rd Europass AG	Progress update during design phase	Discussion of the concept (including the Europass information model)	Discussion of the concept Discussion of the results from the study on linking learning outcomes of qualifications with ESCO skills	Progress update during design phase	Discussion of the communication strategy
May 2019	Joint Network Meeting		Discussion of the concept (including the Europass information model)			Preparation of communication for the launch of the new Europass
Jun 2019	4 th Europass AG		Progress update during design phase	Discussion of the role of ESCO for interoperability in education and training	Progress update during design phase and review of pilot projects	Preparation of the Europass un-conference
Sep 2019	Europass un-conference	Testing a beta version	Testing a beta version	Testing a beta version	Testing a beta version	
Oct 2019	5 th Europass AG				Progress update and review of pilot projects	Review results from the Europass un-conference
Jan 2020	Launch of the new Europass	Public launch	Public launch	Public launch	Public launch	Communication activities to accompany the launch