



Good practices for training activities

Kick-off meeting, call for proposals 2016

DG Justice

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Unit B.4

Training activities

- **Planning**
- **Method and content**
- **Follow-up**
- **Further reading**

Planning

- Right target group for the aim of the training
- Target real training needs
 - more national or cross-border cases?
 - for EU directives: after national implementation?
 - assess needs of practitioners (if time allows)
- Location (easy to reach/ no distraction)
- Length of training:
 - acceptance by participants
 - apt to amount of content
 - allow sufficient extra-classroom time

Planning

- **Invitations:**
 - at least 6 months in advance (for judges)
 - through appropriate channels
- **Similar level of pre-knowledge of participants**
- **Ensure to select participants from many countries**
- **Linguistic obstacle:**
 - accessible language or good interpretation
 - preliminary material in teaching language

Planning

- **Trainers:**
 - legal practitioners with practice experience of the topic
 - trainers from non-legal professions with knowledge of judicial field of work
 - pedagogical skills
 - linguistic expertise (if lecturing in a foreign language)
 - experience with multi-national audience
- **Moderate costs for participants**
- **Development of training material: avoid duplication (case law search: in future via ECLI)**

Method and content

- **Interactive:**
 - class conversation, mock exercises, simulations, IT "hands on"
 - small groups
(avoid national clusters of participants)
 - allow classroom time for exchange of experience
- **Alteration of teaching methods**
- **Linguistic warm up session
(and/or include a session on legal language)**

Method and content

- **Practice oriented (solving cases instead of referring content, practicing judicial cooperation instruments, applying IT tools such as ECLI search)**
- **Content linked with national practice:**
 - **starting point: national law**
 - **get to know the solutions/methods of other legal systems**
- **Cases relevant for all participating nationalities**
- **Training material ready to be used in practice (templates, case law with content summary)**

Follow-up

- **Evaluation:**
 - **comparable** with evaluation of other training activities
 - questions must **allow conclusions** for improvement (obligatory template by DG JUST?)
 - evaluation also **by trainers**
 - **impact assessment, not only "happy sheets"**
 - **inform trainers** about evaluation results
 - **use evaluation results** for future trainings
 - **exchange evaluation results** (for trainers) with other training providers
 - add individual evaluations of participants to your final report

Follow up

- **Training material:**
 - **disseminate**, e.g. via training section of e-justice portal: https://e-justice.europa.eu/content_training_material-252-en.do
 - via other **webpage**: **advertise** training content of webpage to target audience
 - **updating?**
- **Forum for exchange** among previous participants:
 - **acceptance?**
(compared to e-mails; linguistic obstacles)
 - **island solutions?**

Further reading

Advice for training providers (soon in all EU languages):

https://e-justice.europa.eu/content_training_material-252-en.do

including references to:

- Handbook on Judicial Training Methodology in Europe (by EJTN, in all EU languages)*
- Manual on training methodology (by the HELP programme of the Council of Europe)*
- Training section of the e-justice portal with good practice factsheets*

Your questions and remarks?

Contact:

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