



Education and Culture DG

Lifelong Learning Programme

# INENTER

Improving the Placements and INternships  
from Academia to ENTERprises

**UNICA GA, TALLIN, ESTONIA**

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[www.inenter.eu](http://www.inenter.eu)



**University  
of Cyprus**



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Lifelong Learning Programme

- **Coordinator: University of Cyprus**
- **Ref.: 509962-LLP-1-2010-1-CY-ERASMUS-ECUE**
- ERASMUS MP Action

(ERASMUS Co-operation between:  
Higher Education Institutions and Enterprises)



- **A collection of useful information through a structured survey at the partner countries and beyond;**
- **Analysis of data collected and use of it as a basis for developing the outcomes of the project;**
- **The design of a training course for coordinators, career, placement officers and managers;**
- **Organization of four Round-table meetings between academia, business, industry and related authorities**
- **Design a web-site for the project for dissemination, communication and exploitation purposes;**
- **Plan a European conference on placements;**
- **Publicity and dissemination plan and informative promotional material to stimulate interest of both academia, enterprises and students**

## EXPECTED OUTCOMES



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- **Methodology and tools for measuring the quality of placements;**
- **Indicators related to placement's management and quality;**
- **Models and tools for the management of internships;**
- **Models and tools of cooperation with enterprises;**
- **Good practises for staff training mobility;**
- **Guide of best practices and quality for all of the above;**
- **Report on round-table meetings;**
- **The web-site of the project;**
- **The European Conference for placements;**
- **Proceedings of the conference;**
- **Publicity and dissemination materials and products;**
- **Training course for coordinators, career, placement officers and managers;**
- **Exploitation plan**



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***All outcomes are expected to create the basis and serve as a tool for the best organization of placements, quality, monitoring and networking information for providing opportunities and service to students who need placements and internships. The results will contribute to the enhancement of the employment potential of students and graduates resulting from their contact with Business during their studies.***

**Target Groups:** students, university administrators, professors, enterprise managers, career officers and Erasmus coordinators



## PROJECT PARTNERS



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<b>P1</b>	<b>University of Cyprus</b>
<b>P2</b>	<b>UNICA</b>
<b>P3</b>	<b>Talinn University of Technology</b>
<b>P4</b>	<b>Vilnius University</b>
<b>P5</b>	<b>Universite Libre de Bruxelles</b>
<b>P6</b>	<b>University Of Warsaw</b>
<b>P7</b>	<b>University of Vienna</b>
<b>P8</b>	<b>University of Latvia</b>
<b>P9</b>	<b>European Asociation of Erasmus Coordinators</b>
<b>P10</b>	<b>Chambre de Commerce &amp; d' industrie</b>
<b>P11</b>	<b>EUE-net / MAC Team]</b>
<b>P12</b>	<b>Universite de Lausanne</b>
<b>P13</b>	<b>University of Zagreb</b>





**“TOWARDS the QUALITY IMPROVEMENT of TRANSNATIONAL PLACEMENT MOBILITY ORGANISATION with INENTER: WHAT DO WE KNOW? WHAT DO WE NEED to KNOW?”**

***Mission => Open up wide opportunities for students to attain personal career goals and to improve the employability by participating in transnational placement mobility.***

***Vision: => have an effectively operating transnational placements organizational system which is easily available to every student and promotes further internationalization of higher education.***

## OUTCOMES OF INENTER ROUND TABLES ERACON CONFERENCE, 2011



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**GOAL 1:** *Ensure effective management and administration of transnational placements mobility process*

### **Good Practices:**

- 1) Strategy to be developed at the HEI level (funding and human resources).
- 2) Procedures for effective management and administration to be developed and set up at the HEI level.
- 3) Training courses for staff dealing with mobility.
- 4) Good practices and sharing of experiences to be promoted through national and international cooperation.





## OUTCOMES OF INENTER ROUND TABLES ERACON CONFERENCE, 2011



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### **GOAL 2:** *Ensure long lasting HEI- Enterprise Cooperation in transnational placement mobility*

#### **Good Practices:**

- 1) Create and expand networks of enterprises for transnational placement mobility.
- 2) Develop Practices and Tools: meetings with representatives of chambers of commerce and trade associations, signing cooperation agreements and letters of intent, organizing “information days” and visiting the companies and discuss possibilities of collaboration.
- 3) Encourage and promote the interest of enterprises.

## OUTCOMES OF INENTER ROUND TABLES ERACON CONFERENCE, 2011



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### **GOAL 3:** *Ensure effectiveness of transnational placements organizational process*

#### **Good practices:**

- 1) Integrate transnational placement mobility period into study programmes at the HEI level.
- 2) Establish a student preparation system (e.g. training courses and individual consultations).
- 3) Develop interactive online tools for student information, academic and personal support and guidance.
- 4) Create and implement a student supervision system.
- 5) Provide additional placement recognition certificates (issuing Europass mobility documents).



**GOAL 4:** *Ensure the quality management of transnational placements mobility*

**Good Practices:**

- 1) Design a framework for quality planning, assurance, monitoring and improvement.
- 2) Set up useful techniques: pre-selection of students (evaluate motivation) and enterprises (databases and quality certification networks).
- 3) Develop Criteria for assessing the quality of transnational placement mobility and measuring quality-oriented indicators.

# SURVEY OUTCOMES



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- **On line Survey began mid-May 2011 and was open until 31 July 2011 for the first results.**
- **The survey will remain open until the summer of 2012.**

1	Austria	12
2	Belgium	13
3	Bulgaria	2
4	Cyprus	2
5	Czech Repub	2
6	Denmark	5
7	Estonia	3
8	Finland	4
9	France	5
10	Germany	8
11	GREECE	5
12	Hungary	5
13	Iceland	2
14	Ireland	7
15	Italy	12
16	Latvia	3

17	Lithuania	20
18	Luxembourg	1
19	Malta	1
20	Netherlands	4
21	Norway	3
22	Poland	15
23	Portugal	3
24	Romania	1
25	Slovakia	7
26	Slovenia	2
27	Spain	21
28	Sweden	2
29	Switzerland	6
31	Turkey	3
32	UK	3
	TOTAL	182





**(for percentages appearing in tables, the first row corresponds to percentages based on those who responded to the specific question, while the second row corresponds to percentages based on the number who responded to the survey)**

## **I.3.2. Is there any supplementary financial aid for outgoing students with special needs for transnational placements?**

**YES 20,9%**

**NO 79,1 %**

## **I.4.4. Are transnational placements presented in descriptions of the study programmes in the same way as other teaching courses or modules?**

<b>1 (Yes)</b>	<b>2 (Yes, most often)</b>	<b>3 (Yes, less often)</b>	<b>4 (No, but I think this should be)</b>	<b>5 (No, and I think this should not be)</b>
<b>33,8%</b>	<b>13,8%</b>	<b>9,2%</b>	<b>36,9%</b>	<b>6,2%</b>
<b>12,1%</b>	<b>4,9%</b>	<b>3,3%</b>	<b>13,2</b>	<b>2,2%</b>



## I.4.6. Is the duration of transnational placement fixed in the study programmes?

1 (Yes)	2 (Yes, most often)	3 (Yes, less often)	4 (No)
100,0%	0,0%	0,0%	0,0%
28,6%	0,0%	0,0%	0,0%

## II.1.1. Does your HEI have a strategy of transnational student placement mobility agreed at the institutional level?

1 (Yes)	2 (No, but I think we should have this)	3 (No, and I think we should not have this)
35,8%	54,3%	9,9%
15,9%	24,2%	4,4%



## II.2.8. Does your HEI have tools which are used to facilitate planning (management and administration) of transnational student placement mobility?

<b>1 (Yes)</b>	<b>0 (No)</b>
<b>40,0%</b>	<b>60,0%</b>
<b>14,3%</b>	<b>21,4%</b>



## II.2.12. Does your HEI have a regular communication activity for discussing placements (e.g. meeting) by bringing together:

(1) Administrators and academics			(2) Management unit and administrative staff		
1 (Yes, regularly)	2 (Yes, on demand)	3 (Never)	1 (Yes, regularly)	2 (Yes, on demand)	3 (Never)
<b>22,2%</b>	<b>62,2%</b>	<b>15,6%</b>	<b>15,9%</b>	<b>72,7%</b>	<b>11,4%</b>
<b>20,4%</b>	<b>57,1%</b>	<b>14,3%</b>	<b>14,3%</b>	<b>65,3%</b>	<b>10,2%</b>





## III.1.6. Please indicate the way(s) of finding partner enterprises abroad:

(1) Through networks	(2) By means of existing partnerships with foreign HEIs	(3) Using European databases. Please specify	(4) Using national databases. Please specify	(5) By means of direct contact with enterprises	(6) Recommendations of the students who took part in transnational placement mobility	(7) Recommendations of supervisors of the students at your HEI	(8) Recommendations of other HEIs	(9) Other (please specify)
22	27	global placement, Leo Net, Leo-Net-JOEplus, ISPO, LEONET, EAEC, various	3	33	32	28	14	alumni, contacts of university staff, contacts from NA, personal contact, students themselves, foundation contacts, students network
44,9%	55,1%	0,0%	6,1%	67,3%	65,3%	57,1%	28,6%	0,0%
44,9%	55,1%	0,0%	6,1%	67,3%	65,3%	57,1%	28,6%	0,0%





## III.1.8. Please indicate the main criteria used for selection of enterprises for long-term collaboration:

(1) No criteria are used	(2) The size of an enterprise	(3) Prominence of an enterprise in the international context	(4) Correspondence of an enterprise's activity to curriculum	(5) Recommendations of the students who took part in transnational placement mobility	(6) Recommendations of supervisors of the students at your HEI	(7) Other (please specify)
17	6	17	30	34	25	based on student feedback, matching between activities of enterprise and students, no data available, recommendation of former participants, relevance internship positions for students in study programmes, to select the most serious and professional training environment
25,8%	9,1%	25,8%	45,5%	51,5%	37,9%	
9,3%	3,3%	9,3%	16,5%	18,7%	13,7%	

## IV.3.2. Please indicate the documents that you recommend to your students to send to host enterprises during the process of searching for transnational placements:

(1) A current academic transcript of records	(2) Europass CV	(3) Portfolio	(4) Motivation letter	(5) A document certifying the level of foreign language knowledge	(6) Other (please specify)
25	37	15	52	24	training agreement, appl. Form., CV, depending on country, individ. Apply., self searching, video,
40,3%	59,7%	24,2%	83,9%	38,7%	
13,7%	20,3%	8,2%	28,6%	13,2%	



## IV.4.2. Please indicate the criteria used for making decisions on allocation of transnational placement mobility grant to the student:

(1) Innovative and multiple placement tasks	(2) Meeting requirements of the study programme	(3) Clear students' motivation to complete a placement abroad	(4) Positive attitude and communication skills	(5) Student's academic records	(6) Availability of host enterprise resources for successful transnational placement	(7) Other (please specify)	(8) The criteria are not specified
8	38	29	27	37	17	confirmed host enterpr., justification of previous work placement, ERASMUS criteria, funds availability, high language skills, LLP ERASMUS regulation, NA, No of Stud. Applicants,	4
13,1%	62,3%	47,5%	44,3%	60,7%	27,9%		6,6%
4,4%	20,9%	15,9%	14,8%	20,3%	9,3%		2,2%



## IV.5.1. Is submitting an individual work plan prior to the transnational placement period obligatory to all students at your HEI?

1 (Yes)	2 (No, but I think it should be)	3 (No, and I think it should not be)
71,4%	20,4%	8,2%
19,2%	5,5%	2,2%

## IV.6.1. Does your HEI perform supervision of the student's practical activities during the placement period abroad?

<b>1 (Yes)</b>	<b>2 (No, but I think it should perform)</b>	<b>3 (No, and I think it should not perform)</b>
<b>63,3%</b>	<b>24,5%</b>	<b>12,2%</b>
<b>17,0%</b>	<b>6,6%</b>	<b>3,3%</b>



## IV.7.1. Does the host organization assess the competences by the student during the placement period?

1 (Yes)	2 (No)
66,7%	33,3%
19,8%	9,9%





## IV.7.3. Does the host organization issue a document validating the competences acquired by the student during the placement period?

1 (Yes)	2 (No)
100,0%	0,0%
21,4%	0,0%







## IV.8.1. Please indicate who is responsible for recognition of student competences acquired during the transnational placement mobility:

(1) The student's academic supervisor at the HEI	(2) Core academic unit coordinator for transnational placements	(3) Other (please specify)
52,9%	23,5%	0,0%
19,8%	8,8%	0,0%





## V.1. Does your HEI have a quality management system for organizing transnational placements?

1 (Yes)	2 (No, but I think we should have this)	3 (No, and I think we should not have this)
7,7%	72,5%	0,0%
7,7%	20,3%	0,0%



## V.2. Please indicate the unit responsible for quality management of transnational placement mobility:

<b>(1) IRO</b>	<b>(2) Career Centre</b>	<b>(3) Faculty</b>	<b>(4) Student Organization</b>	<b>(5) Other (please specify)</b>
				<p>consortium, Erasmus coordinator, Erasmus Office, Int. Exch. Unit, NA, none, study programme director, to be implemented</p>
58,9%	25,0%	35,7%	3,6%	
18,1%	7,7%	11,0%	1,1%	



## V.3. Does your HEI have a quality plan of transnational placement mobility organization?

1 (Yes)	2 (No)
100,0%	0,0%
16,3%	0,0%





## V.4. Please specify the steps for which your HEI developed quality indicators in measuring the quality of transnational placement process:

(1) Motivating students	(2) Training of students	(3) Application for transnational placement mobility grant	(4) Allocation of transnational placement mobility grant	(5) Preparation of the student's individual placement work plan	(6) Student supervision during the placement period abroad	(7) Evaluation and validation of student competences by the host organization	(8) Recognition and validation of student competences by the HEI	(9) Other (please specify)
21	16	21	19	23	23	21	26	no idea, no quality indicators, no quality management, none, not yet, skills for decision making, timing of documents processing and feedback to student and host org. Before placement
38,2%	29,1%	38,2%	34,5%	41,8%	41,8%	38,2%	47,3%	
11,5%	8,8%	11,5%	10,4%	12,6%	12,6%	11,5%	14,3%	



## V.5. Does your HEI have quality requirements for qualification/competences of the staff involved in organizing transnational placement mobility?

1 (Yes (compulsory))	2 (Yes (non compulsory))	3 (No, but I think we should have this)	4 (No, and I think we should not have this)
13,7%	11,8%	58,8%	0,0%
3,8%	3,3%	16,5%	0,0%





## V.7. Does your HEI have a quality assurance system for mobility placements?

1 (Yes)	2 (No, but I think we should have this)	3 (No, and I think we should not have this)
35,9%	84,6%	5,1%
7,7%	18,1%	1,1%



## V.9. Does your HEI have a quality monitoring and improvement system?

1 (Yes)	2 (No, but I think we should have this)	3 (No, and I think we should not have this)
32,0%	68,0%	0,0%
16,3%	34,7%	0,0%



## V.11. Please indicate the tools used for monitoring the quality of transnational placement organization:

(1) Use of questionnaires	(2) Reports by the students	(3) Reports by the organizations involved	(4) Other (please specify):
8	11	7	reports to NA, Visits by academic staff, remarks from students or faculties
57,1%	78,6%	50,0%	
4,4%	6,0%	3,8%	

## More on project INENTER



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Lifelong Learning Programme

- **Duration: 24 months, Start date: October 2010**
- **Total Budget: €390.943**
- **Total funding: €289.300**

### For more information

- Visit the project's website at:

[www.inenter.eu](http://www.inenter.eu)

- Sent an email to:

[inenter@ucy.ac.cy](mailto:inenter@ucy.ac.cy)

- Or contact the coordinator:

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**THANK YOU  
FOR YOUR ATTENTION!!!**

