

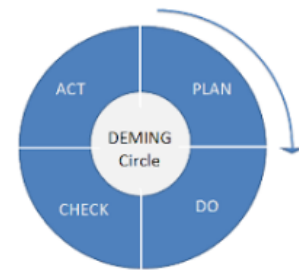


# OpenQAsS

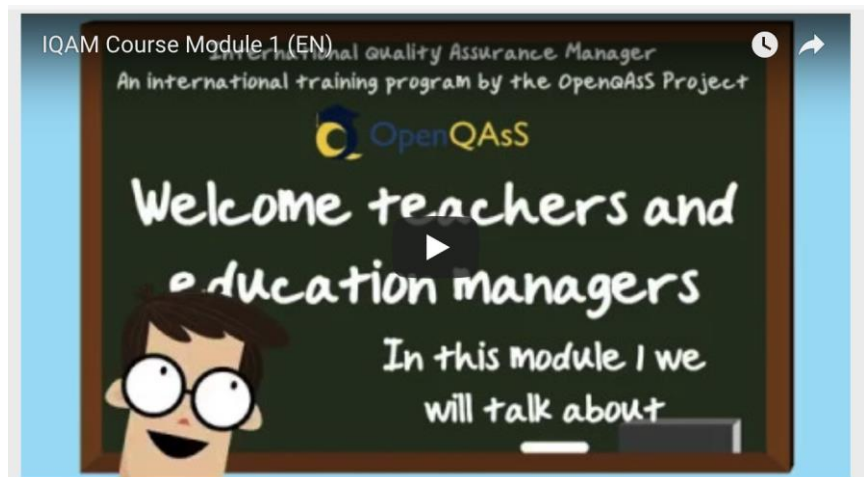
Open Source Quality Assurance System for Vocational Education

## THE OPENQASS INSTITUTIONAL QUALITY ASSURANCE MANAGER CERTIFICATE-05

The development and implementation of the IQAM - Institutional Quality Assurance Manager certificate was the **Intellectual Outcome 5** of OpenQAsS project. The certification programme was designed to focus on real needs of Quality Managers involved in vocational education. These requirements were gathered by conducting teacher surveys in five countries, Hungary, Italy, Ireland, Scotland and Spain. The results showed clearly that the most common approach to quality management was a haphazard, informal one, in most vocational institutions, with no formal structure. With a clear need to address this, the OpenQAsS consortium created a syllabus, learning materials and certification to enable experienced Vocational and Further Education teachers to be educated in formal quality assurance and management techniques, and to earn a professional award in Quality Assurance, the IQAM. A thorough research programme was carried out to find existing materials to form the foundation of the certification programme, and a textbook for VET providers developed by CEDEFOP (Handbook for VET Providers – Supporting quality management and quality culture, Luxembourg: Publications Office of the European Union, 2015) was considered to be the most appropriate base text for the course. CEDEFOP Handbook mediates a practical approach to the EQAVET (European Quality Assurance Reference Framework) philosophy, to the PDCA cycle (Plan, Do, Check Act) for planning, implementing, evaluating and reviewing VET and FET education processes, supported by common quality criteria and indicators.



The IQAM course is recommended to headmasters, teachers and managers of educational institutes who are working in both the formulation of a quality culture, and in the coordination of quality improvement activities. It is aimed at transferring knowledge and upgrading practical skills for planning, establishing and operating institutional quality



assurance system, and for the coordinating of the work of the QA team of the institute. The course combines practical experience of the European Union's initiatives in the field of improvement of education quality, and it illustrates ICT-based practical quality management methods as well.



### IQAM LEARNING MODULES

#### Module 1 - Planning an institutional quality management system

The 1<sup>st</sup> Module will help participants to understand and apply the basic concepts of a quality management system (QMS) within a vocational educational institute.

They will develop a full understanding of quality management, learn how to analyse the current state of their institution, and recognise the preliminary conditions necessary to start a quality project in their organisation. Finally, they will develop an understanding of the relevance of, the principle concepts behind, and how to apply the Plan-Do-Check-Act (PDCA) cycle and its use in the coordination, management control and continual improvement of processes in the QMS in their institution.

#### Module 2 - Developing an institutional quality management system

According to the logic of the PDCA cycle, the implementation of a quality management system follows the steps of planning, implementation, evaluation and continuous improvement. Better to call it as "iteration" instead of "cycle", because PLAN – DO – CHECK – ACT refers not only to the quality management system as a whole but all activities of the educational institute as well.

In the 2<sup>nd</sup> Module the participants learn that components of QMS what should be elaborated before starting its introduction. These are the basic documents like, mission, vision and quality policy. We identify the stakeholders important and/or worth to involve into the development of the system and describe the quality goals and indicators, which serve as a basis for the monitoring and evaluation.

#### Module 3: Operating an institutional quality management system

In the first two modules, the participants learnt about the concept of the PDCA cycle. In the 3<sup>rd</sup> Module they will understand how it works in practice: how should be the activities monitored and evaluated based on the strategic and annual operative plans, how can we measure the results. They will understand why is the last phase of the PDCA cycle so important, and how to organise the reaction and to prepare for changes in order to the continuous improvement.

#### IQAM Online Course

IQAM is a fully developed e-learning course, delivered in Moodle, and including an interactive environment whereby participants can interact with a tutor and benefit from a peer support network of current students and graduates of the course on online fora, to ensure that they have the optimum learning and shared experiences from all involved. On this platform, the IQAM tutors help the participants to learn, navigate, collaborate and communicate with others.

The English, Spanish and Italian courses are implemented on the Moodle platform: <http://oqacourse.itstudy.hu>, while the Hungarian course is on the Hungarian platform of



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<http://education.itstudy.hu>, because iTStudy Hungary Ltd. started an accreditation process in the Hungarian System of Teachers' further training programme.



These platforms provide further learning activities (such as: communications via the Forum; submission of assignments; access to the online exam; etc.) all of which are integrated into a Moodle Learning Management System.

- further learning content, structured into three modules,
- learning instructions to help you to understand what to do next,
- forums for discussions in each module,
- an online test to complete at the end of the course, and
- a feedback questionnaire inviting you to evaluate the IQAM course.

The main learning content of IQAM course, the Interactive QM Handbook based on the CEDEFOP Handbook for VET Providers, developed and implemented by the OpenQAsS consortium. It is freely available for any visitors on the website <http://openqass.itstudy.hu>, in four European languages (EN, HU, IT, ES). After registering, the visitor can use the extra services of the e-book, they can add notes, and solve the practising quizzes after each chapter.

These are well-defined tasks that the participants are expected to fulfil within the course, and which are used to calculate the overall performance level of the participant.

- Activity in online collaboration and in the discussion Forums related to the modules. (0-20 points).
- Each of the three modules has one assignment to be completed, reflecting real life applications of the learning of the module, worth 10% each, (30%).
- Terminal exam test, taken online after completing all three modules, making up the final 50% of the total grade.

IQAM course is freely available for every European teacher, trainer and educational institutes in four languages. Visit the Moodle platform, and ask for permission.

Editor: Mary Cleary, ICS, Ireland, Mária Hartyányi, iTStudy, Hungary



# OpenQAsS

## Open Source Quality Assurance System for Vocational Education

### Open Source Quality Assurance System for Vocational Education

The OpenQAsS project vision is to utilise the potential of today's networking technology in all areas of the implementation of the EQAVET Reference Framework principles, and so make the resulting tools part of the daily practice of institutional Quality Assurance in our VET schools.

#### Target groups

- Teachers and headmasters of VET schools; managers and trainers of VET provider companies;
- VET schools and VET providers;
- Researchers working in the field of the vocational education;
- Software developers joining the OpenQAsS.org community.

#### Objectives

- To improve the culture of quality assurance by involvement of VET teachers and trainers into online consultation in the partner countries;
- To develop Open Source Software toolkit (OpenQAsS) to promote and facilitate QA management in VET schools and adult educational VET providers;
- To develop a certificate – Institutional Quality Assurance Manager (IQAM) – for VET teachers and trainers who take responsibility for quality management tasks in institutions.

**Programme:** Erasmus+, Strategic Partnership, Vocational Education and Training

**Participating countries:** Hungary, Spain, Italy, United Kingdom, Ireland

**Project duration:** September 2014 – August 2017

**Project ID:** 2014-1-HU01-KA242-002356

**Project website:**

<http://OpenQAsS.itstudy.hu/en>

**Coordinator:** iTStudy Hungary Ltd.

**Contact:** Mária Hartyányi.

Email: [maria.hartyanyi@itstudy.hu](mailto:maria.hartyanyi@itstudy.hu)



#### Partners

**Countries:** Hungary, Spain, Italy, United Kingdom, Ireland

