

# ANNEX 6

## Recommendation Template for Learner-Reviewers

Your recommendations are valuable tools for positive change in your VET institution. Use this template to present them effectively and make a meaningful contribution to a more inclusive and engaging learning environment for all learners.



### Key Findings and Observations

- For each identified strength, provide specific examples that illustrate its positive impact on learner engagement and inclusion.
- For each identified weakness, clearly articulate the negative impact it has on learner engagement and inclusion.
- Avoid generalizations and anecdotal evidence.
- Use your observations from your focus groups/interviews as well as data from other documents to support your recommendations.



### Recommendations

For each key finding, present at least one actionable and specific recommendation for improvement.



## EXAMPLE

### *Recommendation*

#### Topic: Teaching & Learning

##### Sub-topics

##### For example:

##### Sub-topic 1: Learner Support

##### Observation 1 in relation to this sub-topic:

*The learner reviewers noted that some communication difficulties that can arise between learners. Learners mention in particular difficulties in communicating with people with hearing impairments or who express themselves in sign language.*

##### Observation 2 in relation to this sub-topic:

*The learner reviewers noted some other communication difficulties that can arise between learners. For some learners, French is not their mother tongue and communication can be more difficult.*

##### Sub-topic 2: Collaboration and Communication

##### Observation 1 in relation to this sub-topic:

*The curriculum includes opportunities for collaborative learning projects, group discussions, and case studies, fostering teamwork in learning.*

*Open and accessible channels for learner communication, allowing them to raise concerns, seek guidance, and offer feedback are provided.*

*VET institution members are readily available for office hours, individual consultations, and informal interactions outside the classroom, promoting learner accessibility.*

##### Sub-topic 3: \_\_\_\_\_

##### Observation 1 in relation to this sub-topic:

### Additional Considerations

(Are there any specific circumstances you should take into account?)

**For example:** *Consider how the size and location of the VET institution might impact what are the possibilities for the institution in relation to this topic.*

### Recommendations

Write your recommendations with the most significant potential to improve learner engagement and inclusion in your VET institution.

Prioritize recommendations based on their importance and feasibility.

Briefly reiterate the importance of addressing the identified key findings and implementing the proposed recommendations.

#### **Example of a possible recommendations made by learner-reviewers:**

- *As the learner-reviewers, we recommend that:*
- *The VET institution considers to set up specific engagement structures/more information for the learners who are in apprenticeship*
- *The VET institution considers to undertake further analysis into the specific needs of different types of underrepresented learners at our institutions*
- *The VET institution considers to set up additional courses/training for learners: Offer courses of sign language, foreign languages, theater, cinema etc.*
- ...