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Benchmarking questionnaire  
for Educational Institutions



Funded by the  
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## Introduction

### **“Benchmarking for Quality Assurance in Apprenticeships and Work-Based Learning - BEQUAL.app”- project**

This project is a two-year Erasmus+ funded project to support educational institutions and companies offering work-based learning in vocational education and training in their effort to ensure the quality of work-based learning.

We kindly ask you to voluntarily fill out the benchmarking questionnaire, because you are representing an educational institution providing work-based learning and hosting students.

The definition of work-based learning is as follows:

“Work-based learning is formal organised learning where the content is relevant for current and future jobs, can take place in the company, educational institutions or in form of simulation, and is part of a vocational education programme for young students or adults.” Work-based learning is further abbreviated with WBL. In the questionnaire students in educational institutions can be apprentices, interns, mentees etc. participating in work-based learning.

The WBL programme, part of the larger vocational education programme, is a structured plan of conditions, content and the related subjects for WBL, methods and media with the aim of achieving defined learning goals in a certain period of time.

All information and data received will be treated confidentially. With your password you can access your individual report. The results of all questionnaires are processed and displayed in aggregated form. The report you will receive after completing the questionnaire shows the status of your organisation compared to the other educational institutions that participated in the survey. You can access your report at any time. The benchmarking data will change as more educational institutions participate in the survey.

**We kindly ask you to fill out the questionnaire, which should take about 20 minutes. With your support, reliable benchmarking data will be generated.**

Thank you very much for your support!  
The BEQUAL.app team

**Profile of respondent**

Name of organisation	
Role / position in organization	
Country	
E-mail	

Country		
Type of educational institution	Educational Institution (secondary vocational education and training schools)	<input type="checkbox"/>
	Educational Institution providing post-secondary vocational education and training	<input type="checkbox"/>
	Educational Institution providing continuing vocational education and training	<input type="checkbox"/>
	Other	<input type="checkbox"/>
In which sector is the educational institutions located?		
	Industry	<input type="checkbox"/>
	Mechanical engineering	<input type="checkbox"/>
	Metal & Electronics	<input type="checkbox"/>
	Trade	<input type="checkbox"/>
	Healthcare	<input type="checkbox"/>
	Education	<input type="checkbox"/>
	Construction	<input type="checkbox"/>
	Agricultural economy	<input type="checkbox"/>
	Services & Craft	<input type="checkbox"/>
	Energy & Environment	<input type="checkbox"/>
	Finance, Insurance & Real Estate	<input type="checkbox"/>
	Media & Marketing	<input type="checkbox"/>
	Technology & Telecommunications	<input type="checkbox"/>
	Tourism & Gastronomy	<input type="checkbox"/>
	Transport & Logistics	<input type="checkbox"/>
	Other	<input type="checkbox"/>
What is your job title?		
What is your task in relation to work-based learning (WBL)?		

## **Instruction**

The statements on the following pages refer to the question: “To what extent do the following statements apply to your current situation?”

Please select for every statement one answer that fits to your opinion.

Tick the answer on a 4-point answering format:

**1** = Not at all true: We have not yet addressed this aspect.

**2** = Somewhat true: We have taken some actions on ad-hoc basis, mostly reactive and not pro-active.

**3** = Mostly true: We have addressed this area satisfactory. But, there are still some concerns that this area is not being addressed to its full extent.

**4** = Completely true: There is clear evidence that we have completely fulfilled this aspect.

## Relation with system

**“To what extent do the following statements apply to your current situation?”**

1. Our educational institution provides WBL that meets the requirements of the national qualification structure or the law of education.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

2. Our educational institution has specific procedures, which help organizing the adaption of the provided WBL to the national legal framework.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

3. Our WBL programme is certified by national or regional institutions.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

4. Our WBL programme is part of a larger vocational educational programme that leads to formal qualification.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

5. Our WBL programme is in accordance with a larger vocational educational programme.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

## Characteristics of WBL programme

**“To what extent do the following statements apply to your current situation?”**

6. Required facilities for WBL are available in our educational institution.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

7. Our WBL programme is clearly structured.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

8. Theory is strongly related to practice in our WBL programme.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

9. Students participating in our WBL programme have the possibility for mobility in our country.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

10. Students participating in our WBL programme have the possibility for transnational mobility.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

11. The content of WBL is relevant for the student’s current work in the company.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

**Focus on students**

**“To what extent do the following statements apply to your current situation?”**

12. Our WBL is in accordance with the students’ expectations.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

13. The objectives of WBL are clear to our students.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

14. Our WBL takes into account the students’ needs and attitudes.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

15. The students have a reasonable workload for their WBL.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

16. The students receive feedback from their teachers on their WBL.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

17. Our educational institution offers equal opportunities in the access to our WBL programme.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

**Communication and agreements between partners**

**“To what extent do the following statements apply to your current situation?”**

18. National institutions or other relevant stakeholders in our country support our educational institution regarding WBL.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

19. We have an agreement between our educational institution and the companies on WBL, specifying the responsibilities of both parties.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

20. We have an agreement between our educational institution and the student or the legal representative of the student on the WBL programme.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

21. Our teachers collaborate on WBL with the in-company trainers.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

22. We communicate with companies on student achievements in WBL.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

23. We communicate results of WBL to stakeholders such as the Ministry, Chamber of Commerce etc.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true



## Monitoring and assessment

**“To what extent do the following statements apply to your current situation?”**

24. Our educational institution systematically monitors and evaluates our WBL.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

25. We monitor the retention and dropout rates of the students in our WBL programme.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

26. Our educational institution monitors the work of our teachers in WBL.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

27. The progress of the students’ learning achievements in WBL is monitored by our educational institution.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

28. We measure student’s satisfaction on WBL.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

29. The assessment of students’ learning achievements is strongly related to theory and practice in our WBL programme.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

**WBL teachers**

**“To what extent do the following statements apply to your current situation?”**

30. Our leaders take responsibility for WBL in our educational institution.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

31. Our WBL teachers are supported by the leaders of our educational institution.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

32. Our WBL teachers have completed initial training and continuing education for WBL.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

33. Our WBL teachers have a license/accreditation for carrying out WBL.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

34. Our WBL teachers have all required competences for WBL.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

35. Our WBL teachers are coaching and supervising the students.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

## Future perspectives in WBL

**“To what extent do the following statements apply to your current situation?”**

36. Our WBL programme contains future needs of the labour market.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

37. Our educational institution is innovative with regard to WBL.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

38. Our educational institution continuously improves the WBL programme.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

39. The content of WBL is relevant for the students' future jobs.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

40. Our educational institution promotes the excellence and attractiveness of our WBL programme for future students in public.

- 1. Not at all true
- 2. Somewhat true
- 3. Mostly true
- 4. Completely true

Thank you for your support!