



# Project Presentation



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## The Context

Trainers, especially those working in the health sector, need to be constantly updated.

In order to facilitate Lifelong learning of trainers working in the field of health, it is necessary to promote the acquisition by them of skills related to Knowledge Management (KM)



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# The Target Group

Trainers working in the Health Sector



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# The Objective

1. Identification of training needs of trainers working in the health sector
2. Identification of best practices in the application of Knowledge Management in the health sector
3. Training of trainers working in the health sector on the topics related to Knowledge Management
4. Creation of a community for knowledge sharing involving trainers who work in the Health Sector.



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## The Methodology 1/2

For Objective 1 and 2:

Each partner will analyse the situation at National level using common forms.

Starting from the results achieved at National level a Transnational approach will be developed.



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## The Methodology 2/2

For Objective 3 and 4:

All partners will cooperate in the development of the training package and the enhancement of the Virtual Community.



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## Expected Results

The main project results is the **Hippocrates Internet portal**.

The Portal will contain:

National and Transnational Report on the learning needs of trainers working in the health sector

Description of Best practices available in Europe on KM and training in the Health Sector

On line training package on KM addressed to trainers working in the Health Sector

Virtual Community for knowledge sharing experiences



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## Project Activities



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# Work Package 1

## Needs Analysis



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### WP 1 – Needs Analysis

## Action 1 – Collection of Information



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WP 1: Needs Analysis  
Action 1 – Collection of information  
**Activities and Expected Results 1/3**

**WP 1 - Activity 1.1.1**

Creation and agreement of the common tools to be used

**Expected Result:**

Availability of the following tools:

- WP1 Tool 1 Focus Group Participants Form;
- WP1 Tool 2 Guidelines for Focus Groups;
- WP1 Tool 3 Grid for Knowledge Self Assessment
- WP1 Tool 4 Form for Focus Groups reports



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WP 1: Needs Analysis  
Action 1 – Collection of Information  
**Activities and Expected Results 2/3**

**WP1 - Activity 1.2.1**

Creation of the Focus Group composed by a total of 30 trainers working in the Health Sector.

Expected Result: Collection of WP1 Tool 1 Focus Group Participants Form filled in for each of the participants



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WP 1: Needs Analysis  
Action 1 – Collection of Information

## Activities and Expected Results 3/3

### WP1 - Activity 1.1.3

Organisation of knowledge self assessment of trainers both on site through Focus Groups sessions or via telephone and/or e-mails

Expected Result:

- Collection of a Grid for the self Assessment for each member of the Focus Group



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WP 1: Needs Analysis  
Action 1 – Collection of Information

## Activities and Expected Results 4/4

### WP1 - Activity 1.1.4

Organisation of knowledge self assessment of trainers both on site through Focus Groups sessions or via telephone and/or e-mails

Expected Result:

- Collection of a Grid for the self Assessment for each member of the Focus Group



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WP 1: Needs Analysis  
Action 1 – Collection of Information

## Activities and Expected Results 3/3

### WP1 - Activity 1.1.4

Gradenigo creates the final version of the grid for Knowledge Assessment and in cooperation with Easy technologies makes it available for end users onto the Portal

Expected Result:

- Final version of the Grid for Knowledge Assessment



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WP 1: Needs Analysis  
Action 1 – Collection of Information

## Tools

- WP1 Tool 1 Focus Group Participants Form
- WP1 Tool 2 Guidelines for creation and management of the Focus Groups
- WP1 Tool 3 Grid for Knowledge Self Assessment
- WP1 Tool 4 Form for reporting on Focus Groups working sessions



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WP 1: Needs Analysis  
Action 1 – Collection of Information  
Results

The outcomes are available at:  
<http://hipocrates.fadgradenigo.it/needsanalysis.aspx>



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WP 1 – Needs Analysis  
Action 2 – Creation of Reports



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WP 1: Needs Analysis  
Action 2 – Creation of the Reports  
Activities and Expected Results 1/3

**Activity 1.2.1 – Creation of Form**

Creation and agreement on the National Report Form to be used by the partners to create the National Report

**Expected Result:** Availability of WP 1 Tool 5 Form for the production of the National and Transnational Reports



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WP 1: Needs Analysis  
Action 2 – Creation of the Reports  
Activities and Expected Results 2/3

**Activity 1.2.2 – Creation of National Reports**

Creation of the National reports on learning needs of trainers working in the health sector

**Expected result:** Availability on the Project Portal of a National Report on learning needs of trainers for each country involved



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WP 1: Needs Analysis  
Action 2 – Creation of the Reports  
Activities and Expected Results 3/3

**Activity 1.2.3 – Creation of TransNational Report**

Creation of the TransNational report on learning needs of trainers working in the health sector with the proposal of the Ideal Trainer Role profile (Transversal competences)

**Expected result:** Availability on the Project Portal of the TransNational Report



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WP 1: Needs Analysis  
Action 2 – Creation of Reports  
Tools

– WP 1 Tool 5 Form for the production of the National Report



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WP 1: Needs Analysis  
Action 2 – Creation of Reports  
Results

The outcomes are available at:  
<http://hipocrates.fadgradenigo.it/needsanalysis.aspx>



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Work Package 2  
Best Practices



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## Activities and Expected Results 1/4

### Activity 2.1.1 - Creation of Tools

Creation and agreement on the common tools to be used for the identification of Best Practices in the application of KM in the Health Training Sector

**Expected Result:** Availability of the common tools to be used



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## Activities and Expected Results 2/4

### Activity 2.1.2 – Identification of training Events

Identification of at least 30 training events focusing on the application of KM in the Health field in the following work environment:

- 10 on the hospital environment
- 10 on public health centres
- 10 on university environment

**Expected Result:** List of the events for each country involved



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## WP 2: Best Practices

### Activities and Expected Results 3/4

**Activity 2.1.3** – Description of training Events  
Description of each training event using WP2 Tool 3 Description events. Uploading the Forms on the project portal

**Expected Result:** Availability of 30 described training events for each country



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## WP 2: Best Practices

### Activities and Expected Results 3/4

**Activity 2.1.4** – Identification of Quality elements  
Identification of the quality elements of the selected training events. Each partner should identify at least 3 best practices for each work environment.

**Expected Result:** Availability of Best practices on application of KM in the Health Sector



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## WP 2: Best Practices Tools to be used

- WP2 Tool 1 Guidelines for identification of Best Practices
- WP2 Tool 2 List Training events
- WP2 Tool 3 Description events
- WP2 Tool 3 Quality elements



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## WP 2: Best Practices Results

The outcomes are available at:  
<http://hippocrates.fadgradenigo.it/bestpractices.aspx>



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# WP5: Creation of the Portal and of the Trainer Community



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## WP5: Creation of the Portal and of the Trainer Community Action 1 – Creation of the Hippocrates Portal



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WP5: Creation of the Portal and of the Trainer Community  
Action 1 – Creation of the Hippocrates Portal

## Activities and Expected Results 1/2

### **Activity 5.1.1** – Planning of Portal

Planning and Creation of the Hippocrates Project Portal

**Expected Results:** Availability of the Draft Version of the Hippocrates Project Portal

### **Activity 5.1.2** – Creation of Evaluation Form

Creation of the tool for the evaluation of the portal

**Expected Results:** WP5 Tool 1 Portal Evaluation Form



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WP5: Creation of the Portal and of the Trainer Community  
Action 1 – Creation of the Hippocrates Portal

## Tools to be used

–WP5 Tool 1 Portal Evaluation Form



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WP5: Creation of the Portal and of the Trainer Community  
Action 1 – Creation of the Hippocrates Portal

## Results

The outcomes are available at:  
<http://hippocrates.fadgradenigo.it/default.aspx>



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## Work Package 3 Training Package



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## WP3: Training Package Action 1 – Creation of Tools



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## WP3: Training Package Action 1 – Creation of Tools Activities and Expected Results 1/2

**Activity 3.1.1** – Guidelines for creation of Training Package  
Creation and agreement among the partnership of the Guidelines for the creation of the Training Package.

**Expected Result:** WP3 Tool 1 Guidelines for Creation of the Training Package



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WP3: Training Package  
Action 1 – Creation of Tools

## Activities and Expected Results 2/2

### **Activity 3.1.3** – Trainer Knowledge Profiles

Gradenigo creating the Trainer Knowledge Profile for three different level of experience : Junior, Senior and Course Designer.

**Expected Result:** 3 “Ideal Knowledge Profiles”



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WP3: Training Package  
Action 1 – Creation of Tools

## Results

The Results are available at:

<http://hippocrates.fadgradenigo.it/wp1grid2.aspx>



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## WP3: Training Package Action 2 – Creation of Training Package



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## WP3: Training Package Action 2 – Creation of the Training Package Activities and Expected Results 1/2

### **Activity 3.2.1** - Creation of the Syllabus of the Course

Each partner according to the specifications provided, has to create the index its assigned module. The index will have to be organised in chapters, paragraphs and tools).

**Expected Results:** Structure of the 5 Modules of the training package

### **Activity 3.2.2 A** - Creation of the contents of the Training Package

Each partner will develop the first draft of the contents of the Module of their responsibility. The contents will have to be provided following the given structure in Word Format.

**Expected result:** Training package available onto the Hippocrates Portal



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WP3: Training Package  
Action 2 – Creation of Training Package

## Activities and Expected Results 2/2

**Activity 3.2.3** - Feedbacks on modules produced by other partners

A specific Topic of discussion for each of the modules will be created onto the Forum, making available the draft of the Modules. The partners will be invited to share opinions.

**Expected result:** Transnational discussion on Training Package Contents

**Activity 3.2.2 B** - Creation of the contents of the Training Package

Each partner will develop the Final Version of the contents of the Module of their responsibility.

**Expected result:** Training package available onto the Hippocrates Portal



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WP3: Training Package  
Action 2 – Creation of Training Package

## Tools to be used

- WP3 Tool 1 Guidelines for creation of the training package



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WP3: Training Package  
Action 2 – Creation of Training Package  
**Results**

The Results are available at:  
<http://hippocrates.fadgradenigo.it/trainingpackage.aspx>



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**Work Package 4**  
**Testing of Training Package**



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## WP4: Testing of the Training Package

### Activities and Expected Results 1/3

#### **Activity 4.1.1** – Creation of the Tools to be used

Gradenigo and Pixel creating the Forms to be used for the Testing of the Training Package and the creation of the Trainers Community

**Expected results:** Tools to be used for the testing activity

#### **Activity 4.1.2** – Creation of testing groups

Each partner will create the Groups (at least 10 trainers) that will test the training package and be part of the Trainers Community.

**Expected results:** Registration of 40 trainers in the testing activity and therefore on the Project Community



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## WP4: Testing of the Training Package

### Activities and Expected Results 2/3

#### **Activity 4.1.3** – Self Assessment of trainers

Each partner will coordinate the trainers in the Self assessment through the Electronic Grid available onto the Portal

**Expected results:** Self Assessment of the trainers

#### **Activity 4.1.4** – Testing Activity

Each partner will coordinate the trainer in the testing of the Training Package.

Partners will collect from the trainers: WP4 Tool 1 – Evaluation of the Training Package Form

**Expected results:** Testing and evaluation of the Training Package



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## WP4: Testing of the Training Package

### Activities and Expected Results 3/3

#### **Activity 4.1.5** – Trainers Community

Transnational discussion among trainers will be enhanced through Virtual Forum. Each partner will moderate the Forum dedicated to their their module, by introducing the discussion with an opening Message, by answering to the comments of the users and by proposing issues to be discussed upon.

**Expected results:** Transnational discussion on the Training Package

#### **Activity 4.1.6** – Report on testing activity

Each partner will create a Report on the testing activity analysing the information provided by the trainer and collected by the partners.

**Expected results:** Report on the testing activity



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## WP4: Testing of the Training Package

### Tools to be used

- Grid for Knowledge assessment available On-Line
- Community enrolment on-line form
- WP4 Tool 1 – Evaluation of the Training Package Form
- WP4 Tool 2 – Guidelines for the management of the testing activity
- WP4 Tool 3 – Guidelines for moderating the Forum



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## WP4: Testing of the Training Package

# Results

The Results are available at:

<http://hipocrates.fadgradenigo.it/communities.aspx>



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# Transversal Work Package

Project Management,  
Dissemination and Evaluation



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## Transversal Activities Action 1 – Conferences



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## Transversal Activities Action 1: Conferences Activities and Expected Results

Each partner, with the support of Gradenigo and Pixel will organise a National conference involving Trainers in the Health Sector.

Each national conference will present the results of the Hippocrates project and will enhance a in depth discussion concerning the application of Knowledge Management as a necessary tool for their systematic approach to continuous training.

### **Expected Results:**

Organisation of 4 Conferences

Involvement of the trainers in a more specific reflexion on the theme of knowledge management



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Transversal Activities  
Action 1: Conferences  
**Tools to be used**

– Guidelines for Conference Organisation



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Transversal Activities  
**Action 2 – Manual (Publication)**



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Transversal Activities  
Action 2: Manual  
**Activities and Expected Results**

Production of The Knowledge Management Manual for Trainers in the Health Sector.

The Manual will present the Hippocrates Project results with a very operational and user friendly approach.

**The Manual will also present the proceedings of the 4 Conferences**

**Expected Results:**

Manual supporting the Trainers in dealing with the need of an effective capacity of updating and managing their knowledge, skills and competences in order to face the rapid evolution of the market



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Transversal Activities  
**Action 3 – Transversal Activities**



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## Transversal Activities

# Actions and Expected Results

- Filling in of an Activity Report Form every three months
- Filling in of 3 Dissemination Forms every three months
- Producing Yearly Activities Report; Dissemination Report; Evaluation Report; Financial Report

### Expected Results:

Availability on line of Activity Reports  
Availability on line of Dissemination Reports  
Availability of Yearly Activities Report; Dissemination Report;  
Evaluation Report; Financial Report



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## Transversal Activities

# Tools Available

- Activity Report Form and On Line Activity Report Form
- Dissemination Form and On Line Dissemination Report Form
- Yearly Activity Report Guidelines
- Yearly Dissemination Report Guidelines
- Yearly Evaluation Report Guidelines
- Presentation on Financial Management for producing the Financial Report



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Transversal Activities

# Results

The Activity Reports are available at:

<http://hippocrates.fadgradenigo.it/workinprogress.aspx>



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Transversal Activities

# Current Situation 2/2

The Dissemination Reports are available at:

<http://hippocrates.fadgradenigo.it/dissemination.aspx>



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Thank you for Your Attention



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