**TRAECE –**

**Training, Networking and Mobility in Early Childhood Education and Care**

**Project: 2018-1-DE02-KA202-005019**

**TRAECE - Theme Smart Mobility Tool**

Dear user,

nice to have you in the project TRAECE - Training, Networking and Mobility in Early Childhood Education and Care, Project: 2018-1-DE02-KA202-005019 as a user.

We will give you information and access to our database THEME Smart Mobility Tool. The database and mobility tool facilitates the organisation of mobility based on competence matrices. We are covering the occupations meachatronic, electronic, hospitality, trade and VET.40 (based on Industry 4.0) and of course the Early Childhood Education and Care Matrix of the project TRAECE.

We also included new instruments:

- with the option of setting up your own learning outcome units and not only having to use the set matrices.

- with the possibility to integrate students' data via a csv file.

According on an self test: If you have all the data of the students/pupils (the sending and host institution (school) and the company/ECEC institution), you can create a mobility in twenty minutes. The database will then automatically generate ECVET documents (Memorandum of Understanding, Learning Agreement (LA) and based on LA Mobility Certifcate) and various assessment tools (language, personal and social development, work process). The protagonists can have access to the individual parts of the mobility process so that their own data can be completed and entries can be retrieved. However, the organiser of mobility can also continue the process alone by entering data.

By accessing the competence matrices (VQTS based) developed in EU projects, a very high level of content of the work processes is ensured. The database is very flexible, so that also changes of activities during the internship can be included.

It makes sense to meet with the foreign partners before the mobility and to find out which competences of the respective matrix (or newly created learning unit) can be achieved by the student during the mobility. We recommend a free space of 50 % of the work that arises (these can be added later) and 50 % based on agreed competences of the respective matrix. Then discuss the result with students and enter the data into the database. Afterwards the implementation of the mobility (realization and reflection of mobility).

The mobilities can be copied so that the same basics can be used for similar mobilities.

The competences can be varied, e.g. if competences shift in the occupational field due to e.g. digitalization.

We strongly recommend a detailed review of the tutorials on the left side of the menue of the website to ensure a smooth process. If you have any questions, please do not hesitate to contact me.

The access to the database is barrier free: Just go to the demo version of the database. There you can practice. The address of our database, THEME Smart Mobilty Tool, is http://demo.theme-eu.net/.

The demo version has the full scope of the database.

If you get answers from the database for registering you should follow the link and insert the missing data. Please also check your Spam folder. Sender will be: noreply@theme-eu.net

You can invite further institutions and thus build up internal networks.

Of course you are also able to use the other matrices and tools if it fits to your portfolio.

The access to the tool is for free and we would like to promote the instrument. In this context I kindly ask you to inform us about the progress of your activities in the database so that we can follow the process and make improvements etc.

We wish you successful mobilities and waiting for your feedback.

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Project Website: https://www.traece-eu.net/

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