

C1 guidelines

Day 1 (Tuesday, 18 May 2019)

Welcome session – Introduction to Training event (14:30-15:00)

Explain to partners the process of the training event:

- Specific agenda
- Introduction about the web platform (objectives, goals, challenges).
- Necessity for fruitful feedback
- The need for maximizing UX
- Content production

Training Event – Part I (15:00 –16:30)

In the first part of the training event the focus is on the **familiarization process of the partners with the platform**, understand the design principles and provide feedback for the UI/UX of the platform.

A series of points should be answered

- Content in different languages. It is explicitly mentioned in the requirements of the proposal. The job posts cannot be translated to different languages, but only the static text. Should we define a deadline from each partner when the translation will be ready? We can add the translated text on-site, but that would require to first finalize the original content.
- Static text. Up to this point the static text has the role of the placeholder. In this meeting the static will be finalized after the consortium's agreement.
- The naming of the variables should be finalized. For example, the general term 'content' has been used. Should that remain as content or **change**?

Training Event – Part I continuation (16:45-17:30)

Following the points of the part I, some more specific questions concerning the UI/UX of the platform must be answered. The following questions will be discussed and possibly the decision would be taken with majority voting.

- Marketing strategy of the platform. The product that we create should be able to be sold under a specific category. Do we bridge the differences between industry and academia, or do we build a LinkedIn competitor?
- Who has access to the pages **Jobs**, **Education Programs** and **Events**? We believe that anyone should have access to this page.
- There is a series of questions that should be answered considering the UI/UX of the **Jobs**.
 - Should job positions have reviews and ratings?

Commented [AL1]: @Paris can this be personalized for the different users? For example, graduates -> CV, SMEs -> Job post.

- Should job positions have salary range (even if it is optional)?
- Should exist a human approval before posting a new job?
- Possible options for sorting?
- There is a series of questions that should be answered considering the UI/UX of the **Education Programs**.
 - Should education programs have reviews and ratings?
 - Should job positions have price range (even if it is optional)?
 - Should exist a human approval before posting a new education program?
 - Possible options for sorting?
- There is a series of questions that should be answered considering the UI/UX of the **Events**.
 - Should events have reviews and ratings?
 - Should events have price range (even if it is optional)?
 - Should exist a human approval before posting a new event?
 - Possible options for sorting?

Day 2 (Wednesday, 19 May 2019)

In the second day of the training event, some concerns for the users' capabilities will be discussed, alongside with the finalization of the available skills.

Training Event – Part II (09:00 – 10:30)

In this part of the training event the focus will be on the UX for the graduates/individuals. A series of questions must be answered:

- Can the user generate as many resumes as desires without having an upper limit (there is the upper limit of 3 CVs now)?
- Should the CV of the user be reviewed by the administrator?
- Should the applicants be visible to anyone?
- How many steps would be required for a user to send a CV for a job opening?
- The user should have the capability to change its role (currently it has it)?

Training Event – Part II continuation (10-45 -12:00)

The second part of the second day training event is focused on the way the skills are presented and handled by the platform. Tasks that should be completed

- The finalization of a list with skills
- Should the skills should be static and generated once or should the users have the capability to add new skills. If yes, the moderator will approve these new skills or should be added automatically?
- Should the skills be grouped under specific categories?

Day 3 (Thursday, 20 May 2019)

The last day of the event is devoted to the co-creation of material and a discussion for the common issues that are faced in web development.

Training Event – Part III (09:00 – 10:30)

This part of the training event is devoted for the co-creation of material and the population of the platform with content and users. Contribution is expected from all the partners.

Training Event – Part III continuation Conclusions (10-45 -12:00)

Overview and common issues

Another point that should be answered is the capability of the auto-posting. In which degree should exist a human supervision for the content? Should the platform accept whatever is posted? Should a moderator control the traffic? If yes, who should be that moderator? If no, how the trolls are going to be identified?

Who is responsible for the promotion and the social media?

How detailed should the CVs / Job openings / Education programs should be?

For how many months are we going to provide development support?