



EUE-Net Guidelines and roadmap for the development of a European database for employment

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Document Management

History of changes

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1 Introduction

1.1 Purpose of the document

The purpose of the user requirements specification for the CDO-Net Database is to describe the requirements from the perspective of the user as well as a roadmap for implementation.

1.2 Validity of the document

The user requirements specifications are valid for the sector of Career Development Offices. It applies for the project of federating the CDO database in Europe such as to allow elaboration of statistics at European level regarding the Graduates looking for a job and Positions made available in Enterprises for Higher Education graduates.

1.3 Definitions of terms and abbreviations

CDO: for the purpose of this document a CDO (Career Development Office) is an entity that works in the field of employment mediation and is maintaining a database with university graduates looking for a job and positions made available by employers.

2 General description of the required system

Currently there is neither methodology nor instruments developed at European level in order to make possible continuous analyses and anticipation of future needs of enterprises as input for the Universities to tailor their offer in terms of education and training. The new context launched by the European Commission – “New skills for new jobs” could not be fully achieved without such scientifically developed instrument.

CDO-Net is a network of specialized actors (CDO's) that manipulate the relevant data on a daily basis. The goal of the present system is to facilitate a virtual pooling of their information at European scale to allow statistics based on real demands as opposed to statistics based on answers to surveys conducted through questionnaires. The ICT tool developed being and integrative part of the network communication will map data to an Internet portal giving access to enterprise as well as providing statistical data to Universities and students as well. The interaction of the well-balanced partnership will provide credible and effective output keeping a dynamic process in the network.

The developed solution uses, in terms of quality, different established career service to harmonise them and create an added European value for the benefit off all actors. The innovation is based in the simple idea “unifying existing relations and multiply the benefits to a wider group of users”

2.1 Vision and goals

The major innovation this tool is threefold i.e. (i) bringing together for the first time the relevant employment mediators in Europe to exchange data and best practice, (ii) assembling automatically in real time information gathered from allover Europe from the very organisation that collect and manipulates this data on a daily basis and (iii) The real time “barometer of employment” as a synthesis of the processed information made available for the decision makers in various fields; enterprise, education and mobility of graduates. A great innovative idea to facilitate cooperation between Universities and enterprises successfully presented and appreciated at the European University Business Forum in Brussels February 2008.

2.2 Users of the required system

The ICT system will have the following users:

- (i) CDO's: The CDO's will use the system in two ways: first, they will connect it to their database in order to facilitate synchronization of the information generate the statistics

- taking into account the latest records; second, the system will transfer to the CDO any request for contact related to one of the positions published through the ITC system.
- (ii) Universities will use the system in order to investigate the current situation of offer and demand regarding a particular qualification. Thus, for a given qualification they will be able to see statistics about the positions currently made available by the employers and the number of graduates of the respective specialization already looking for a job in a region, a country or even at European level. This simple check will allow an university to evaluate the opportunity to organize or not a given course and if yes to decide on how many students should be enrolled.
 - (iii) Employers will use the system to see the availability of certain human resources in a given area of Europe, when deciding to open new or extend business. This facility will allow enterprises to integrate into the decision making process information related to the availability of a certain type of human resources.
 - (iv) Students: the CDO system and statistics continuously published and maintained online will be of help for the future students helping them to decide which career to choose and thus to decide to which university course to apply.

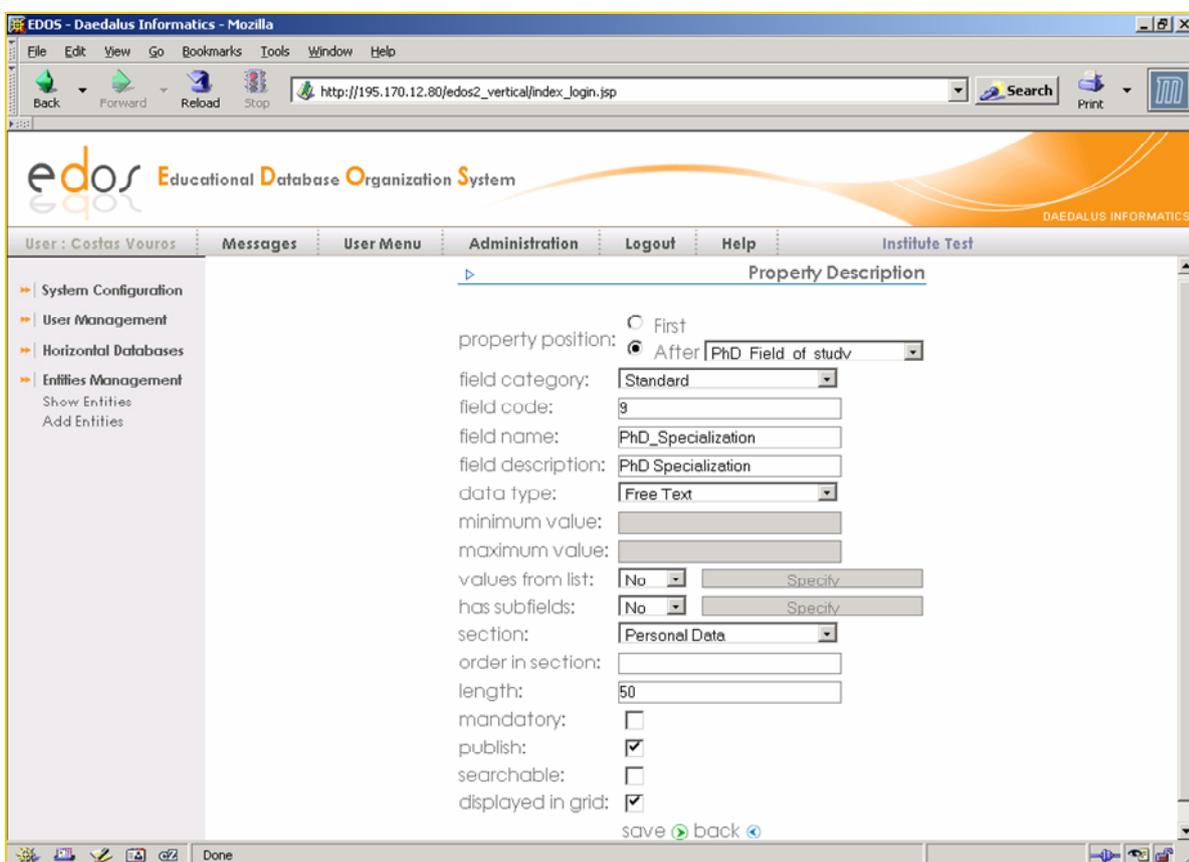
2.3 Technical functionality

The CDO ICT system should include the following components:

- CMS (content management system) including a web-based database
- Mapping software to link the database of the individual CDO's with the Central server in Vienna via internet
- Multi-language solution for data request

Flash programming with html background will be used to enable google and other search machines to find the site. Server space of approx. 1 GB will be rented including a flat rate internet access.

The user interface should be user-friendly and facilitate each type of user (CDO, university, enterprise, student) to perform easily the allowed type of activity. A possible layout is given below.



2.4 General restrictions related to protection of personal data

The system will not include personal information from the CDO databases but only information related to the graduates per qualification/region and available positions per specialization/region.

2.5 Hardware and software specifications

The system should run on PC computers with Windows operating system

It must be able read a database files with a pre-defined format that will be produced by the CDO software systems and delivered by email or automatic message periodically. Therefore, complete description of the file format must accompany facilitate the information federation among the various CDO's

3 Roadmap for the implementation of the European database for employment

Following the CareerCon that took place in Vienna in April 2010, the CDO-Net has been officially founded as an association with the seat in Vienna. It has been agreed that one of the goal of the Network is to establish a European database for employment. In order to achieve this goal the following steps have been decided:

1. Establishing of the Network communication via regular CareerCon newsletters. Deadline: May 2010
2. Distributing questionnaire to the Network members about the information to be shared as well as the business model to maintain and exploit the database. Deadline: September 2010
3. Elaboration of a "User requirements" document with details about the ICT tool to be developed and consultation of the CDO-Net members about it. Deadline: September 2010
4. Development and testing of the ICT tool via a specialized IT company. Deadline: May 2011
5. Presentation of the ICT tool at CareerCon 2011. Deadline: 2011
6. Implementation of the ICT tools in CDO's – to starts in May 2011. Deadline for finalization: May 2012.
7. Development of the CDO-Net portal. Deadline: May 2012
8. First statistics made available online: September 2012