



Education and Culture DG

Lifelong Learning Programme

# EARNFILE

EVALUATION AND RECOGNITION OF  
NON-FORMAL AND INFORMAL LEARNING

PROJECT NUMBER - MP 01/2009-1-BG1-LEO04-01591



## EARNFILE Main focus

This partnership project is aimed at exchanging experiences, learning good practice examples from other European countries and facilitating the development of innovative practices in recognition of skills and competences gained through informal learning in the workplace.

EARNFILE addresses two sets of problems:

- **SMEs** are poorly informed about the benefits of and the need for assessment of competences acquired in a non-formal and informal way. The lack of human, temporal and financial resources very often is a major obstacle in adopting procedures for assessment of competences and skills. The ignorance of those issues weakens the competitiveness of European **SMEs** and is a barrier for the transition to knowledge based economy.
- vocational education and training of staff in **SMEs** often happens through on-the-job training and in the work process and consequently the acquired skills and competences are difficult to transfer or to prove. EARNFILE aims to support employees in the process of identification and recognition of non-formal and informal learning

and provides recommendations on the ways to prove those skills. Thus individuals will be given greater autonomy and improved job prospects and will allow society to make better use of all forms of learning and skills.

## EARNFILE Goals and objectives

*The main goal of EARNFILE is to improve the recognition of non-formal and informal learning acquired through work experience in SMEs as an important part of lifelong learning.*

The main target groups at which the project aims are: SME owners, SME managers, employees, HR managers, SME consultants, training providers, validation agencies and career centers.

The specific objectives of the partnership are:

- Definition of key concepts concerning non-formal and informal learning in **SMEs**;
- Identification of problems, needs and constraints related to validation of informal and non-formal learning in the five partner countries;
- Exchanging, analyzing and comparing good examples of policy practices con-



cerning recognition of non-formal and informal learning throughout Europe;

- Developing and offering a methodological guide for employers and employees helping to detect, recognize and support different learning approaches;
- Assessment, refinement and consolidation of concepts, recommendations and conclusions for strengthening policies;

### **EARNFILE Approach**

*In order to achieve the main goal of the project the partners focused on the following activities:*

- In depth definition of non-formal and informal learning;
- Definition of the types and forms of non-formal and informal learning occurring in the workplace;
- Summary of good examples for facilitation of non-formal and informal learning in the workplace;
- Identifying the benefits of non-formal and informal learning to the employers and to the employees;
- Field research in **SMEs** on the forms of non-formal and informal learning in their

practice;

Three approaches were used by the partners: research (gathering statistics and best policies and practices), comparative analysis (comparison of the situation in the partner countries) and deduction (drawing conclusions, formulating recommendations).

### **EARNFILE Results**

The major results of the EARNFILE project encompass:

- Development of a project website [www.earnfile.eu](http://www.earnfile.eu) granting access to the major results and conclusions of the project to all stakeholders.
- Summary of all findings and conclusions in a final document “Assessment and recognition of non-formal and informal learning in **SMEs**”.
- Development of a CD with the major findings and content of the final document “Assessment and recognition of non-formal and informal learning in **SMEs**”.
- Promotional conference at the end of the project presenting the outcomes and findings of the Partnership.

# EARNFILE

## EARNFILE Partnership



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*For more information visit the EARNFILE project website:  
[www.earnfile.eu](http://www.earnfile.eu)*

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