Purpose of this interview:

The interview aims at analysing different development cooperation projects to learn more about their approach and lessons learnt to strengthen digital competences in TVET, Higher Education or both. The main findings and results of the interviews will further support the development of a *"Practice-Oriented Toolkit on Strengthening Digital Competences in TVET and Higher Education"*.

The toolkit will serve as collection of good practise example for readers from TVET, Higher Education, and Private Sector and for the development of future projects with this topic.

General information

Name of the project	
Sector (TVET, Higher Education, Private Sector Development,…?) Formal or non-formal education?	
International partner agency	
Other stakeholders	
Duration	
Main objective	
Country/region	
Target group	
Expected Learning outcomes of target group/s	
Is a cooperation with the Private Sector part of the project?	

Guiding questions:

1. Why do you think that the topic of strengthening digital competences is important in the formal (or non-formal) TVET (or HE) sector of country?

2. What **are the approaches** of your project to strengthen digital competences?
   a. Main target groups
   b. Focus sectors
   c. Geographical focus
   d. Tools / processes created and/or used

3. What is the **benefit of strengthening digital competences** for the target group of your project? **Why did you choose this target** group?

4. **Which level of digital competences does/did your project address** (e.g. basic, intermediate, advanced)? **Why** is your project working on strengthening digital competences on exactly that level?

5. How **is/was the process/tool tested and set up**? How are/were the **beneficiaries and stakeholders involved in the design/**development of the approach? How was the approach **adapted after the test/pilot phase** and why?

6. What **has been achieved so far**? (Persons trained, policies developed, tools developed, etc.) What are the **targets until the end** of the project?

7. **Which implementing partners** (also private sector, non-state) were involved and how do/did you engage them. And how do/did you try to **ensure a high degree of ownership and long-term sustainability**? What are **key challenges in this regard and which strategies** do/did you develop to deal with them?

8. Which other **cross-cutting topics** does your project address? For example gender equitiy, skills for green transformation. **How are those topic connected** to the topic of strengthening digital competences?

9. Are you aware of the **EU-Framework of Digital Competences**?
   a. If yes, how does it apply to your project?

   b. If no, the DigComp has **5 main categories**: Information and Data Literacy, Communication and Collaboration, Digital Content Creation, Safety and Problem Solving. Which category does your project tackle? And which level of proficiency?

10. If there was creation of digital content: Are you aware of the **Principles for Digital Development**? If yes, how did you try to take them into account when designing the digital competences approach?*

11. Did **everything work out as planned** regarding strengthening of digital competences?
    a. If yes, what are/were the **main drivers of success** (target group, objectives, stakeholders' engagement etc.)?
    b. If not, **what are/were the main obstacles** (target group, objectives, stakeholders' engagement etc.)?
    c. Did you **reach your expected learning outcomes** at the beneficiary level? Why/why not?

       d.   What were the **main lessons** learned?

12. Did you **publish resources and tools** produced during the project (guideline, good practices manual, handbook, etc.)? If yes, can you **share t**hem?

13. If you had to advise someone that wants to strengthen digital competences in a similar context as your project, what **main advice would you give them**? What **would you do in a different way**? What **other approaches would you find suitable** for this person to use in their project?

Principles for Digital Development (most important ones marked in bold)

1. **Design with the user**
2. **Build for Sustainability**
3. Reuse and Improve
4. Understanding the Existing Ecosystem
5. Be Data Driven
6. **Address Privacy & Security**
7. Design for Scale
8. **Use Open Standards, Open Data, Open Source and Open Innovation**
9. **Be Collaborative**