

## 1. Target Audience

Higher Education Institution staff, such as

- Teaching Staff
- Learning Technologist or Academic Support Staff
- Programme Director
- Administrator

## 2. Summary

An institution wants to offer a micro-credential learning opportunity and therefore needs to create a micro-credential module description that is compatible with the European Learning Model.

## 3. Expectations

1. Create interest from learners to earn this micro-credential.
1. Create visibility for micro-credential learning opportunities.
2. Increase the number of enrolments for this micro-credential.
3. Support the improvement of the way learning opportunities are described (harmonisation, clarity, details about learning outcomes, learning activities and assessment).

## 4. Prior Knowledge

1. Institution has an offering of learning opportunities (Short Learning Programmes, MOOCs, SPOCs or similar), and wants to issue Digital Micro-Credentials to recognise the achievements of learners.
2. Person creating the description of the learning opportunity has access to all the pedagogical and administrative information (learning outcomes, competences developed, learning activities, forms of assessment, fees, enrolment and admission procedures etc.)
3. If applicable, the institution's guidelines for creating a module description, and for describing learning outcomes, are followed.

## 5. Description of the Activity

1. Consult the ECCOE Learning Opportunities Catalogue for good examples of how to describe a Learning Opportunity <https://eccoe.eu/eccoe-catalogue-of-learning-opportunities/>
2. Compare with the way similar learning opportunities are described on your institutional website or MOOC platform.
3. Contact the people/team in charge of the training offer section of your institutional website or MOOC platform to explore possibilities and constraints to improve the way in which your learning opportunities are described.
4. Consult national websites and databases concerning national competency frameworks.
5. Consult the European classification of Skills, Competences, Qualifications and Occupations (ESCO) portal <https://ec.europa.eu/esco/portal> and map the knowledge and skills (learning outcomes) of your own learning opportunity to ESCO, if this has not already been done.
6. Download the [ECCOE learning opportunity template](#)<sup>1</sup> and complete it with your institutional information.

7. Optional: use your detailed Learning Opportunity to design a Digital Micro-Credential in order to recognise the achievement.

8. Publish your learning opportunity on your website / MOOC platform and on Europass if you wish.

## 6. Description of the Result

1. The Learning Opportunity is listed on your institutional website and provides detailed information to support learners in identifying its relevance for them.
2. Optional: the Learning Opportunity is listed on Europass for additional visibility and to support mobility and employability.
3. Optional: additional information, such as the availability of a Digital Micro-Credential and where this credential is recognised, is provided.

## 7. Useful Links

ECCOE Learning Opportunities Catalogue

<https://eccoe.eu/eccoe-catalogue-of-learning-opportunities/>

Europass Learning Model

[https://github.com/european-commission-europass/Europass-Learning-Model/blob/master/Learning Opportunities/Learning Opportunities.md](https://github.com/european-commission-europass/Europass-Learning-Model/blob/master/Learning%20Opportunities/Learning%20Opportunities.md)

Europass Digital Credentials for Learning

<https://webgate.acceptance.ec.europa.eu/europass/edci-issuer/#/home>

Europass Standardised Vocabularies

<https://op.europa.eu/en/web/eu-vocabularies/europass>

European classification of Skills, Competences, Qualifications and Occupations (ESCO)

<https://ec.europa.eu/esco/portal>

ECCOE micro-credential module description template

<https://eccoe.eu/wp-content/uploads/sites/28/2022/06/Micro-credential-Module-description-template.pdf>

Course on how to create and award Europass Digital Credentials (requires registration)

<https://lms.discovet.eu/course/view.php?id=4>

<sup>1</sup> <https://eccoe.eu/wp-content/uploads/sites/28/2022/06/Micro-credential-Module-description-template.pdf>