



Youthpass

FOR ABSOLUTE BEGINNERS!

This leaflet is mainly written for Youth in Action project promoters: young people, youth workers, mentors in EVS, trainers and coaches... But, who knows, maybe your mayor would like it too? Here we have a look at what Youthpass is and show you how to jump into using it. No gimmicks used, just some ideas for you to try!



THIS YOUTHPASS THING - WHAT IS IT? WHAT'S IT FOR? WHO CARES?

Once upon a time, it seems like you could take part in a Youth Exchange, have a laugh, tell your mates about it and go home. End of story... morning glory!

Nowadays, people have found out that if you are part of an exchange, right from the beginning, then you might just learn something from it – even if you don't actually realise it at the time. Even more so if you are on a training course. And EVEN more so if you are on EVS or helping run a Youth Initiative.

What might you be learning?

ALL SORTS OF STUFF...

Standing up for your own ideas with others

Setting up internet charts

How to make a budget

Raising cash

Writing a press release

Finding your way around in a new place

Some other things, not yet quite sure what ...

Having a laugh with people in another language

Finding out what you have learnt about yourself

So, if you're learning all these different things, shouldn't there be somewhere you could put them, so you could show people what you have learnt? Well, you have come to the right place. That "somewhere" is called Youthpass.

This Youthpass is something you go through AND it is a certificate you get.

You talk about it, you think about it and you make it – and all over Europe and in other countries thousands of people are doing it too!

At the end of it all, you know more about yourself and you get a certificate which you can use when applying for jobs, or going for courses, or just to show off to your Aunt Mimi.

WHY SHOULD WE SPEND TIME ON IT?

Let's be honest, when we ask around about Youthpass there are some people who are really negative about it: we've got enough to do already; there's not enough time to do this as well; nobody understands how to use it; those certificates take up too much of the ink in my printer; who is going to give importance to those Youthpasses? You might have heard some of them...

Thankfully, there is a growing number of people around who get the point! **And they get the point because Youthpass owners can do a lot:**



YOUTHPASS OWNERS

Have got real key competences!

Are much more attractive than others!

Can show their competences in a job interview!

Have something concrete to show from Europe!

Have got things to put in their learning collection!

Can describe what they have done and learnt in the project!

HOW TO GET INTO IT?

There are different ways to start. If you have other groups around you who have already experimented successfully with Youthpass, then invite them round to talk with your group – there is nothing like hearing from others directly how they did it and what they got out of the process.

We have found that getting into the whole story around learning can be very helpful. It appeals to people to see that they actually learn things along the way, even though they were not aware of it at first!

You know the group of people you are working with, so feel free to adapt these ideas with them.

Some people 'turn off' if you use words like "learning" or "learning objectives" with them as it reminds them too much of school

- so you may need to replace those concepts with others which sound more attractive:

Getting skilled

Wisdom

Making tools

Knowledge

Training yourself

Here are two suggestions for helping make these ideas more concrete and approachable for participants. One is about looking back and the other is more about keeping track of what is going on.



THE EXCITINGLY SIMPLE **NOTEBOOK IDEA!**

A small notebook with a strong cover - good to put in a pocket or a bag - makes a really useful investment. Some people call these things "learning diaries" - what's important is that everyone gets one and they have the chance to personalise their own.

Encourage everyone to make drawings, take notes, stick in little pictures as your exchange or other activity

goes along. Every few days make the time for people to look back through their notebooks, comparing what they have experienced, and they will be surprised to find how much they have actually learnt in that time.

You can use these kinds of approaches to find out what happened during the project. It can help participants to build up a list of things which they have learnt as they will need to choose what to put in their Youthpass later on!



Values
Literature & music

Loyalty



MY LEARNING RIVER

Team spirit



Motivation for maths



**Deciding important stuff:
Where do I want to live?**



Dare to fail - Embarrass yourself

I'M GOING ON EVS!



**New language
Make friends
Be independent**

THE RIVER OF LEARNING (OR WISDOM RIVER)

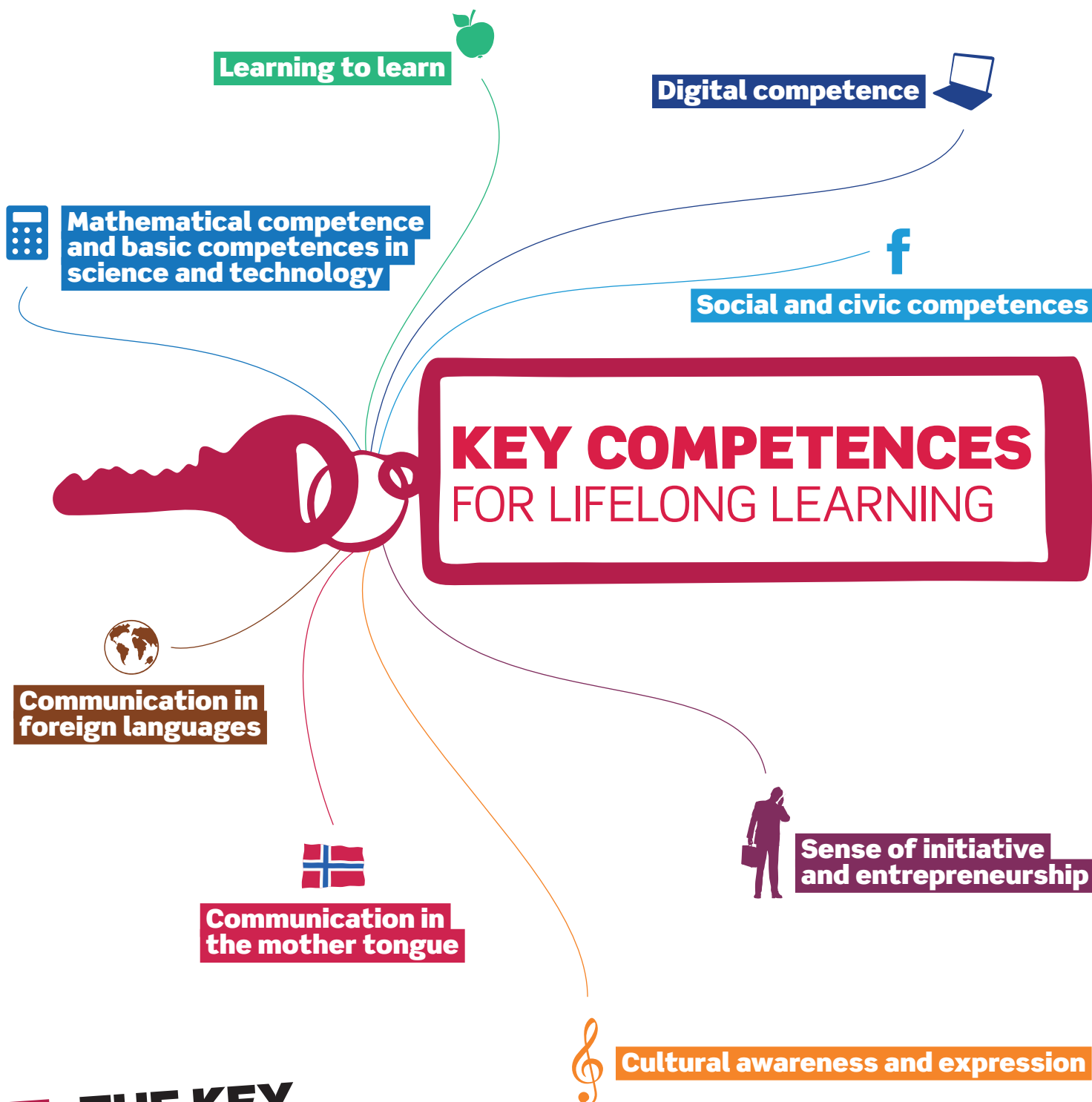
For this activity you need a group that has already spent some time with each other, has a bit of an idea of what kinds of people they are dealing with and are ready to open up to each other. And you need a good two hours or so to work on the basics.

Give each person a big piece of paper and access to pens, pencils and paints. Ask them to look back over their lives and think about times or events when they really felt they learnt something, where their wisdom increased. It might help for them also to think about people who helped or got in the way. And all this they should have a go at putting into a river metaphor. You might want to show an example or two so people get the idea - always encouraging them to use their

own imagination. So be prepared for "rivers" which can come in all shapes and sizes!

In small groups of two or three, ask people then to share as much or as little as they want with each other about what they have drawn. Ask them to find out if there are any similarities as well as the major differences about WHAT they learnt and HOW they learnt it...

Amazingly, most people seem to have a whole range of experiences in which they have learnt things, their wisdom has increased and they only realise it afterwards. This exercise might help them realise that learning takes place in many different situations - for example in Youth in Action projects!.



THE KEY COMPETENCES

In the Youthpass process you are asked to sort your learning experiences into some categories called Key Competences. These are used to sum up the skills we need to be active citizens.

Some will say the language is a little complicated, but it can actually be easy to work with the key competences.

For instance, if you have to decide how much pasta and sauce is needed to serve 40 starving youngsters in an exchange, or if you are in charge of communicating by e-mail and telephone with the other groups, you will acquire skills within several of the competences.

It could be useful to let the participants play around a little bit with the concept, before they start reflecting on their own learning.



WONDERWOMAN'S OR SUPERMAN'S **YOUTHPASS!**

This is one fun way which introduces key competences and Youthpass and has been shown to work nicely with different groups. Inform the participants that they'll be divided into groups of 4-5 people and work on creating a Youthpass for a person who is known to everyone in the group. This can be a real person or fictional character (Wonderwoman, President Obama, Harry Potter, Mickey and Minnie Mouse, Luke Skywalker, Lady Gaga). After 20 minutes of group work they'll be invited to shortly present their character's Youthpass and key competences for the whole group.

A brief summary of the key competences should be available for the participants (you can find one in the [Youthpass Guide](#) or on www.youthpass.eu), so they can

refer to the different ones while working in the groups. An option to make the task easier is to ask the participants to think about their character before and after something happened in their character's life and look at which key competences their character had acquired after that event. You could even ask the group to imagine their superhero on a Youth in Action activity!

This exercise is based on material belonging to the method ELD (experience, learning, description) and is used with kind permission – for more see: www.eldkompetens.se

As a next, more serious step, the group should look at examples of how their own learning can fit into the framework.

YOUTHPASS PROCESS - WHEN IS IT HAPPENING?

Here's some suggestions for how to keep Youthpass in mind throughout the life cycle of each type of project.

	When to do?	Youth Exchange	Youth Initiative	EVS	Training Course
01	Before activity starts fully	<p>Introduce the idea of learning.</p> <p>Reflection activities during the preparation</p>	<p>Introduce the idea of learning in the initial meeting with coach</p> <p>- how to be aware of your learning</p>	<p>Pre departure training of volunteer:</p> <p>Introduce the idea, how to be aware of what you learn</p>	<p>Send participants info on Youthpass and ask them to reflect upon what they hope to learn</p>
02	First time together	Inform all participants they are entitled to a Youthpass			
03	During activity	<p>What are the learning intentions of the project and what are the expectations of the participants?</p> <p>Reflection activities during the project (with project leader, coach, mentor, trainer)</p> <p>Evaluation of learning outcome</p> <p>What did I/we learn?</p> <p>How does what you learnt fit with the key competences?</p> <p>Take notes for use in the certificates and final report</p>			
		Complete Youthpass			
04	End of/ after activity	<p>Hand out certificates in a Youthpass ceremony!</p> <p>Use the certificates!</p>			



HELP IS IN THE WEB SITE!!

You will find the answers to your prayers in the wonderful web site set up for Youthpass:
www.youthpass.eu

Here you will find downloads like the **Youthpass Guide** and the **Youthpass for ALL** booklet, a growing FAQ... and what you might call the Youthpass factory to help you create the certificates.

1. Register and get a user name and password (you need the project number which you got with your Youth in Action grant in order to register your project).

(If you are really impatient to have a go at creating a draft Youthpass, you can go to the demo site and have fun with your friends:
demo.youthpass.eu/en/youthpass)

2. Fill in the general description of the project
3. Fill in the names and details of your participants

Remember that you can save your files and go back to them later!

4. Participants note their own learning points/outcomes based on the key competences – individually or in a group. Not all key competences need to be included.

5. Paste the participants' own learning outcomes into the certificates

6. Generate certificates and print them

On the web site you can also find more information and documentation about Youthpass.

**SO, NOW YOU ARE NO LONGER
A BEGINNER: GOOD LUCK
WITH YOUTHPASS!**



Written by Mark E. Taylor & Linn Landmark

based on our experience, and the training course "Youthpass for dummies" organised by the Norwegian N.A., 2010 in Arona, Italy. November 2011

Produced by the Norwegian National Agency for Youth in Action,
 Bufdir, P.O box 8113 dep, 0032 Oslo, Norway
www.aktivungdom.eu



**Norwegian Directorate for Children
 Youth and Family Affairs**