An ERASMUS+ project for adults employed or looking for an employment in an emerging remote working emerging era

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See what REMSKA is and its first results
The Covid-19 virus outbreak in late 2019 / early 2020 led to a surge of remote working where the majority of EU white collar workforce was compelled to work in an out-of-office setting.

For most, there is an emerging substantial need to improve relevant soft and hard skills to setting up and running a home office and work routines and maintaining a work-life balance and healthy lifestyle.
The objective of the project is supporting and reinforcing key competences through the realization of the Intellectual Outputs.
Intellectual Outputs

1. Learning outcomes on remote working skills for adults
2. REMSKA learning units and Open Educational Resources
3. REMSKA Open Online Course
4. Self-assessment and learning pathways development framework and toolkit
Learning outcomes

Statements of what earners should know, understand and be able to do upon successful completion of the REMSKA course. The elaboration of the REMSKA learning outcomes will be based on desk and field research on the current and future remote work related skills needs, focusing largely on employers’ and workers’ experiences during the 2020 epidemic.
REMSKA learning units and Open Educational Resources

- **course curriculum** structure on remote work skills that can be used by adult education providers, HR management staff or in-house trainers
- **pool of pedagogical resources** designed to support the delivery of the REMSKA course
- **trainer’s handbook** to support the delivery of a training course pertaining to remote work
- **learner’s e-book** offering learners a quick access point to all the course’s information and knowledge
A Massive Open Online Course (MOOC) infrastructures that will comprise the REMSKA learning units and contextualized training and assessment materials produced in O2, in their online form (lecture notes / textual documents, presentations, multimedia files, online interactive tools)
Self-assessment and learning pathways development framework and toolkit

- self-assessment tools on skills, readiness, and attitudes towards working remotely
- best practice guide covering both technological and organizational aspects of remote work
- set of tools, including protocols, guidelines and checklists facilitating remote work practices and processes
OUTPUT I

Methodology

Desk and Field Research to identify the current and future training needs of remote workers

- **DESK RESEARCH**
  - 66 documents on remote work
  - 162 relevant job advertisements on remote work

- **FIELD RESEARCH**
  - 168 experts in the field of remote work participated and completed a questionnaire
What are the current and future training needs of remote workers?

The digital and non–digital skills mentioned in the articles
What are the current and future training needs of remote workers?

The digital and non–digital skills requests in the job advertisement include:

- access-filter-evaluate-share-digital-contents
- engage-with-special-devices
- job-specific-expertise
- problem-solving
- teamworking
- communication
- work-with-a-computer
- programming-language
- data-online-protection
- willingness-to-embrace-change
- organisation/planning
- organisational-planning
**Learning Outcomes**

These are the learning outcomes on remote working skills—remote workers' ability to—identified in this study related to

**DIGITAL SKILLS**

<table>
<thead>
<tr>
<th><strong>1. Information and data literacy</strong></th>
<th><strong>2. Digital content creation</strong></th>
<th><strong>3. Safety</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Efficiently search for and collect information online</td>
<td>Use bundled sets of productivity applications (word processor, spreadsheet, presentation applications, etc.)</td>
<td>Take measures towards minimising a potential leak of confidential company and personal data at a technological level (anti-virus, backup)</td>
</tr>
<tr>
<td>Critically evaluate information online</td>
<td>Integrate information and content in websites, blogs etc.</td>
<td>Protect company's devices and data online</td>
</tr>
<tr>
<td>Efficiently organise and store information online</td>
<td>Reference and attribute content to the creator</td>
<td>Protect personal data and privacy online</td>
</tr>
<tr>
<td></td>
<td>Programme</td>
<td>Identify safety risks</td>
</tr>
</tbody>
</table>
These are the learning outcomes on remote working skills- remote workers ability to- identified in this study related to DIGITAL SKILLS.

4 Problem Solving

- Identify technical problems
- Resolve minor technical issues
- Identify major technical problems and seek technical support

5 Communication and collaboration

- Interact via different mediated communication and collaboration tools (email, chat, etc.)
- Share digital content and information
- Operate a computer
- Install and configure webcams and other specific hardware
Learning Outcomes

These are the learning outcomes on remote working skills - remote workers ability to- identified in this study related to

NON COGNITIVE SKILLS

1. Effective cooperation
   - Make time for casual conversation with colleagues
   - Timely respond to colleagues’ messages
   - Set clear rules on the mode and frequency of communication
   - Participate actively in videoconferences
   - Work in a team
   - Openly address concerns
   - Adequately deal with emotions
   - Be mindful of overall appearance (both dress code and background) online

2. Work structure and attitude
   - Set a productive work schedule
   - Define work hours and stick to them
   - Meet deadlines
   - Track daily progress
   - Draw a clear line between work and leisure
   - Unplug after work
   - Work without supervision
   - Act autonomously
   - Use measures to stay motivated
   - Keep a quiet, distraction-free area at home in which to focus on work

3. Willingness to embrace change
   - Adapt to new processes and technologies
   - React flexibly to unforeseen challenges
   - Avoid problematic circumstances proactively
   - React creatively to unforeseen challenges
   - Develop own innovative ideas
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