



# **COMINN**

## **COMpetences for INNovation in the metal sector**

### **DEFINITION OF LEARNING OUTCOMES**





# Competences for Innovation in the Metal Sector

## DEFINITION OF LEARNING OUTCOMES

Country:

Austria

Institution:

bfi Steiermark

Qualification:

Developers and mobilizers of innovation within the working groups in metal SMEs

EQF Level:

5-6

Learning outcome:

**Capacity of analysis / problem solving**

Definition of L.O.:

Being able to fragment and break down complex processes into their general and specific components and to define all necessary tasks/structures for problem solving.

Units of L.O.:

1. Problem solving
2. Conflict management
3. Project management
4. Teamwork/process management
5. Communication/problem solving





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| Definition of Learning Outcome                                                                                     | Being able to fragment and break down complex processes into their general and specific components and to define all necessary tasks/structures for problem solving. |                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                       | EQF level |
|--------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| UNITS of Learning Outcome                                                                                          | Knowledge                                                                                                                                                            | Skills                                                                                                                                                                                                                                                                                                                                                  | Competences                                                                                                                                                                                                                                                                                                                                                                                           |           |
| <u>1. Problem solving:</u><br>fragment and break down complex processes into their general and specific components | <p>Identify the analytic methods<br/>IT-knowledge</p> <p>Define the process management</p> <p>Recognize the indicators and their impacts</p>                         | <p>Clearly distinguish connections and dependencies</p> <p>Analyse facts and information correctly according to their importance for achieving a goal</p> <p>Distinguish the consequences of steps taken in order to achieve a goal or solve a problem</p> <p>Classify links between parts/ the whole</p> <p>Distinguish, prioritize and generalize</p> | <p>Use and reorganize complex connections and processes</p> <p>Put complex strategies and theoretical models into concrete action</p> <p>Organize the structure and effects of problematic situations, processes and goals</p> <p>Take the necessary measures for problem solving according to the economical framework</p> <p>Make decisions under time pressure</p> <p>Be authorized to dispose</p> | 5-6       |



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|-----------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|------------|
| UNITS of Learning Outcome                                                                                                         | Knowledge                                                                                                                                                            | Skills                                                                                                                                                                                                                                                      | Competences                                                                                                                          |            |
| <b><u>2. Conflict management:</u></b><br>initiate an active exchange of ideas within the team when a problematic situation occurs | <p>Recognize the conflict management</p> <p>Describe the communication</p> <p>Identify the own role in the conflict, to accept criticism</p>                         | <p>Distinguish partners to solve the conflict/problem</p> <p>Give a smart appearance in every kind of situation – also in conflict-laden ones</p> <p>Undertake the function of organizing and moderating</p> <p>Give constructive and critical feedback</p> | <p>Create the communicational and cooperational structures needed to solve the conflict</p> <p>Convince with objective arguments</p> | <b>5-6</b> |





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|-------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|-----------|
| UNITS of Learning Outcome                                                                       | Knowledge                                                                                                                                                            | Skills                                                                                                                                                                                                                      | Competences                                                                                                                          |           |
| <u>3. Project management:</u><br>scheduling, coordinating and supervising projects in companies | <p>Project management</p> <p>HR management</p>                                                                                                                       | <p>Bear the personal and/or economic responsibility for projects within the company</p> <p>Priorize project goals in accordance with the desired result</p> <p>Give human resources for the project in a staff schedule</p> | <p>Manage, organize, supervise and check all steps needed for the implementation of the project</p> <p>Decision making authority</p> | 5-6       |





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|---------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| UNITS of Learning Outcome                                                                         | Knowledge                                                                                                                                                            | Skills                                                                                                                                                                                                                                                                                                                                                         | Competences                                                                                                                                                                                                                                                                        |           |
| <u>4. Teamwork / process management:</u><br>plan, perform, monitor, access and optimize processes | Management of processes/including quality management<br><br>Group dynamics                                                                                           | Prepared to integrate himself/herself in a team and works task-oriented<br><br>Analyze the process interfaces (PSA)<br><br>Align with corporate strategy<br><br>Support optimizing processes<br><br>Distinguish mistakes and shows people how to learn from them<br><br>Monitor and assess processes<br><br>Goal Orientation<br><br>Decision- making authority | Organize basic processes concerning group dynamics and different types of people<br><br>Use these differences and similarities for a maximum of efficiency in joint work<br><br>Plan, perform, access and optimize processes referring to the respective quality management system | 5-6       |



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|-----------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| UNITS of Learning Outcome                                                                                                         | Knowledge                                                                                                                                                            | Skills                                                                                                                                                                                                                                                                                                                                                                                                                                   | Competences                                                                                                                                                      |           |
| <u>5. Communication/ problem solving:</u><br>communicate aim orientated and make his/her position clear in meetings and arguments | <p>Identify communication articulateness</p> <p>Describe modern communication facilities</p>                                                                         | <p>Interpret problem solving processes and organizes the necessary structures</p> <p>Be eager to communicate with others and find a constructive solution in a team when conflicts occur</p> <p>Explicitly express the own opinion in meetings and achieves clear goals in arguments</p> <p>Gather feedback actively</p> <p>Gather the problem solving ideas of the team members and checks the feasibility</p> <p>Cognitive ability</p> | <p>Produce clear and target-aimed results in arguments for the own work group or the company</p> <p>Decision making authority to take the necessary decision</p> | 5-6       |