

Joint plan for the implementation of creative presentations of the use of VR in the field in SI-AT

The present joint plan provides the basis for creative workshops that includes steps before, during and after the involvement of individuals and/or groups in creative presentations through VR.

Steps in implementation of creative presentations

1. Target audiences
2. Promotion
3. Organisation of the presentations
4. Implementation
5. Counselling
6. Monitoring, evaluation, reporting
7. CDO-VR materials

1. Target audiences

Target area

Interreg Slovenia-Austria Regions are:

1. **in Austria (8):** östliche Obersteiermark, Graz, Klagenfurt-Villach, Oberkärnten, Oststeiermark, Südburgenland, Unterkärnten, West- und Südsteiermark,
2. **in Slovenia (8):** Gorenjska, Goriška, Koroška, Osrednjeslovenska, Podravska, Pomurska, Savinjska, Zasavska.

The target area of the CDO-VR project is the Podravska region, with a sub-area in rural areas, in Slovenia and Graz, with a sub-area in rural areas, in Austria.

Target groups

- Pupils in the final years of primary school in Slovenia and at lower secondary level in Austria are the primary target group, as these are the people who are still deciding on their future career path.
- The unemployed who want to retrain, change their career path and acquire competences to be more competitive on the labour market.

When organizing and carrying out creative presentations using VR, we consider the target group and tailor the activities, working methods and approach perfectly to the target group. The actions are defined in detail in the Action plan form creative presentations, which is annexed to this joint plan.

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Target organizations:

- schools,
- employment fairs,
- other employment and career events,
- organizations for gender equality and migrants,
- employment services,
- companies,
- organisations and projects that work with young people on planning their future and career orientation.

In the case of public events such as career and job fairs, activities are adapted to a wider target group (also elderly people seeking employment opportunities, who could be also an important target group for employers facing staff shortages).

2. Promotion

Creative presentation using VR must be appropriately **promoted** according on the purpose, the target group, as follows:

- **to general public** - promotion at career fairs, employment and career events, social media, news, ...,
- **internal** - project group Google drive, intranet, invitations for schools, poster in school, contacting the unemployed at the employment services, ...,
- **cooperation with partners on projects and other local organizations** - digital media, bulletin board, ...,
- for larger events and when possible, prepare **PR campaigns** - partners social media, local news, STA, ...

Professionals use CDO-VR promotional material at events that are available - notebooks, pens, postcards, posters, brochures, roll-ups, leaflets, ...

3. Organisation

Timeline management:

- Collect accurate dates, ensure adequate and timely communication, establish communication paths, define trainers, location, duration, participants, documents and material, unpredictable circumstances, ...

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Contact the organizations:

- Send invitation letter to schools,
- set the date of the presentation,
- get in touch with contact person of the organization, define details and requirements for the presentation (the required technical conditions for implementation, required place conditions, ...),
- In the case of schools, ensure that information is obtained on the specifics of the school/students and that their teachers or at least one representative are present during the implementation.

Prepare action plans (see attached form “Action plan for creative demonstrations”)¹:

- Information about the location/school/organisation/contact person/place...
- Planning all the steps and activities: structure the activities for the individual, presentation of the tool.

Prepare tools and materials for creative presentations

- VR glasses: check that the battery is full, that VR glasses are working correctly, ...
- Worksheets and other materials: worksheets for participants, felt pens, post-its, list of attendees, other materials from the Toolbox.

Create the team for single creative presentation:

- Partner(s) form a team to carry out each presentation,
- the team jointly reviews and updates the action plan in the light of the target group and the information received.

GDPR compliance if necessary:

- Partner organisations are committed to complying with the GDPR and to ensuring the protection of personal data in all their operations.

4. Implementation

Preparing VR glasses:

- Check that the battery is full, that VR glasses are working correctly, set the boundary in settings when you change the locations of presentation and
- follow the instructions:
https://docs.google.com/document/d/1r2EtTInF5WWWhMTinRKlqRh2JMIhu9nTj_oKiyvUT4z8/edit?tab=t.76372dqtq6k7#heading=h.ydk2re2uca45.

Prepare classroom:

- Prepare safe place for VR experience,
- prepare place for computer,
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¹ More info in attachment 1: »Action plan for creative demonstrations«

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- take into account the positioning of the chairs in the classroom (seating design in the classroom) according to the activities and
- prepare working place for other users in the group (before/after VR experience).

Introduction to the workshop:

- Give clear instructions how the workshop will be implemented,
- clear instructions about using VR – mentor guidance,
- make sure they all understand the instructions.

Implementation:

- Start with an icebreaker activity to foster group dynamics and encourage participant interaction,
- plan the structure of the workshop well and implement it according to the purpose, the objective of the project and the target group, introduce labour market and deficit occupation, ...,
- implement the workshop, deliver content according to the project's objective and target audience, monitor individual and group reactions, ...

5. Counselling:

Providing career counselling before, during and after the implementation (with the focus on career counselling during the workshop itself) for both the group and the individual is carried out by a qualified/trained person for career counselling, demonstration, application operation, evaluation and career monitoring.

Before VR-experience:

Provide participants information about:

- labour market needs,
- employment opportunities in deficit areas,
- education and training in deficit areas,
- school education system,
- training in organisations.

During VR-experience:

For each creative presentation through VR organised, the professional prepares material tailored to the target group and uses the tools available in the Toolbox. During the implementation, he/she can observe

- interest in deficit occupations,
- skills in using the tools,
- how the user defines and assesses his/her own skills and competences,
- behaviour of individual participants,
- role of participants in group dynamics,
- self-assessment.

Career counselling is a part of this process.

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After VR-experience:

- Giving general feedback to the user, to the school teacher or school counsellor, ...
- providing guidance on obtaining information on labour market needs and job opportunities,
- providing guidance on further education and training,
- encouraging the user to lifelong learning,
- encouraging the user to discover personal career goals, interests, skills and competences,
- encouraging the user to explore the labour market and job opportunities.

SPECIFICS IN COUNSELLING AT EMPLOYMENT SERVICE OF SLOVENIA (ZRSZ)*²

Legislative requirements and specifics of counselling at the ZRSZ must be considered in each phase of the counselling:

- in basic career counselling:
 - the counsellors are selecting right people, who will gain most from the workshop and they provide information about the workshop CDO-VR
- modular career counselling:
 - group workshops for specific goals with participants that have certain disadvantages at certain area (defining their goals, bad experience in previous jobs, discovering their competences...)
- in-depth career counselling
 - personal training with experts like psychologists, career coach...

6. Monitoring, evaluation, reporting

Project partners are responsible for effective monitoring, evaluation, reporting, and the transfer of knowledge, results, and materials for future use. Feedback is collected during events and workshops through user input on experience, expectations, and satisfaction. While some evaluation is integrated in the app, additional tools such as 1KA, Google Forms, Padlet, and Mentimeter – some AI-supported – are also used. Feedback is gathered via questionnaires (including QR codes) or alternative formats (e.g. flipcharts), depending on available technology and target groups. Based on this input and their own observations, professionals compile reports.

Professionals can access more detailed information, explanations, forms and examples for effective monitoring, evaluation, and reporting in the Toolkit.

7. CDO-VR materials

Material related to the joint plan:

- Toolkit,
- Toolbox,
- Centre for deficit occupations through VR - commune programme,
- Google drive questioners: [Questionnaire for participants](#)
- Quizzes: [QR KODE KVIZ-career fair ZRSZ in Maribor 8.5.2025.docx - Google Docs](#)

² More info in attachment 2: »Lifelong career guidance ZRSZ«