



Manual for the design of Remote Workshops Activities.

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[Name of the Project]

[Activity [N]] [Name of the Practice]

Student Name:

Delivery Date:

DELETE THE FOLLOWING TEXT AFTER FILL THE DOCUMENT

The objective is to make a document for the student to understand **FULLY** and **CLEARLY** what are the tasks he must perform:

1. For studying and understanding the theoretical knowledge
2. For understanding what the practice is about:
3. For knowing with precision every step he must do in order to make properly the practice
4. For having points of reference for the student can make an auto evaluation



OBJECTIVE

The purpose of this section is to establish the technical and pedagogical aim of the practice.

The instructor must describe the main objective using precise language and action verbs (such as configure, diagnose, or optimize).

The objective has to be measurable and directly linked to a verifiable action on the shared remote equipment (for example, achieve a specific flow rate value, minimize a response time, or complete a programming sequence without errors).

This approach ensures that the practice is effective, evaluable, and compliant with the results-oriented VETWORc methodology.

1. Previous Knowledge.

To describe the conceptual, procedural, and attitudinal foundation that the student must understand before starting the practice guide and before reviewing the Theoretical Resources. This ensures the student has the necessary prior knowledge to understand the procedure and the specific reading material.

2. Theoretical Resources.

To list the material that the student must read or consult in order to apply their previous knowledge to the specific context of the practice and the remote equipment. This material is the crucial connection between general theory and the remote workshop setup.

Must include direct and specific links. Examples of content filling:

- Operation Manual
- Didactic Guide:
- Technical Documentation
- Online videos.

3. DESCRIPTION OF THE PRACTICE.

The Activity is defined as a cohesive grouping of specific tasks (e.g., equipment parameter identification, machine operational checks, or required programming).

The accurate and verifiable execution of this complete task sequence is the direct mechanism that enables the student to acquire and demonstrate the Learning Outcomes established for the practice, ensuring a results-driven and methodologically sound learning experience across the VETWORc Network.

4. SAFE USE OF THE EQUIPMENT IN THE LABORATORIOS.

The purpose of this section is to establish the necessary safety measures for the correct use of the Remote Workshop. This combines the methodological access requirements and the physical protection of the shared equipment.

Examples of security measures are to include reservation and strict adherence to assigned times, the successful completion of a previous knowledge test (if required by the instructor) to verify basic user competence, and full adherence to the manipulation limits defined in the practice description (e.g., prohibition of network configuration changes or factory resets).

5. ACTIVITIES

This section must sequentially and in detail describe the tasks required to successfully complete the practice. The description should be broken down into clear steps that allow for traceability in the remote environment.

Examples of activities can be the identification of Equipment key parameters, checking the initial status and correct functioning of the machine, and the programming or modification of the control logic required for the professional scenario.

The instructor must ensure the sequence of activities is designed to optimize connection time and comply with the evaluation requirements.

6. Learning Outcomes.

Learning Outcomes must be written using action verbs (e.g., calibrate, configure, diagnose, optimize, secure) that are relevant to the technical field. Avoid vague verbs like understand or know. Each outcome should be a single, clear statement covering the final, demonstrable skill.

To fill that paragraph could be relevant to use the European Skills/Competences, Qualifications and Occupations (ESCO). [\[Link\]](#)

7. Evaluation Criteria

This section defines the clear, measurable thresholds that determine whether a student has successfully achieved the practice's Learning Outcomes). It translates the expected quality of work into verifiable conditions.

The teacher must define the criteria for SUCCESS and NON-COMPLIANCE based on Technical Accuracy.

8. Evaluation tools.





This section must define the specific, measurable mechanisms/tools used to objectively assess the student's performance against the defined Learning Outcomes). The evaluation could combine platform data logging (quantitative) with teacher assessment (qualitative).

Examples of the tools can be :

- Remote Session Logs (Connection Time)
- Parameter Data Traceability
- Command Audit Trail
- Structured Rubrics
- Final Report/Documentation
- Self Assessment

