

Workplaces or representatives from workplaces answered a few questions about workplace training and its organization. They were both asked to write answers and to grade the importance of different aspects or items that might be included in a structure for workplacements.

Here we have the written answers. The first answers in each category are from nursing homes and other healthcare related workplaces, then we have answers from industry, then from food service companies and a few from schools or providers.

**A. Explanations to the factors you evaluate as important or not important to a system of organizing workplacements. If you want to explain your evaluation, please write here.**

1. Normally we do not have students in here younger than 18 years.
2. When I mark guardian I mean the student's teacher.
3. The thing needed at the beginning is a competence evaluation. Can the student work with the things he / she asks for.
4. Of course it is very important that all professions have the competence to train new people.
5. Some students have never worked with the things they will encounter in the workplacement.
6. In my workplace we do not have students under 18 years of age.
7. Don't understand how it is relevant since people are independent when 18 (this is a comment on the question if we need information about next of kin for everyone).
8. It is often difficult to organize the agenda for the workplacement for example in the healthcare. It is good to use the opportunities that arise at any given time.
9. Practical training in school is VERY important before you enter a hospital.
10. I don't know if I understood the question but I don't think we should place students according to personal characters, all students should have an opportunity, they will not learn unless given the chance to learn.
11. Should have better overview of the students entering Akureyri Home for the Elderly. Also we have been discussing that we should introduce the institution to the students groups in VMA, for example the ideology and policy of the home, especially to groups of assistant nursing students.
12. Don't think this is a big matter. Students should be welcome into workplaces to know what is being done.
13. I point out that the policy of the Ministry of education (White Book) in cooperation with the trade associations is handling this and should be checked when working on this.
14. More involvement of workplaces in evaluation? Yes and the student's self evaluation. Evaluation of progress, interest, work ethic, social skills, independence in work etc.

15. To give a formal recognition of the finished workplacement. We always say goodbye to our people and we emphasize that the students should become a part of staff and the traditions of the workplace. A formal "certificate" would make all this more formal.
16. A detailed agenda for the workplacement is not in the picture. It is impossible to say which projects we have when the students arrive. The students take part in the work we do at the time they come.
17. To nominate a workmentor. It depends on the number of people working on the floor when the students arrive and how many are arriving.
18. Training or a course for staff. Guidance would be better. Everyone is special in his / her way and therefore important to meet the person where they are. I am not convinced a course will do anything except for one time or when a workplace is beginning to take students.
19. There was no paperwork so I gave 5 as neutral.
20. Who is a beginner? The one beginning as a student or employee? The one taking on a student for the first time?
21. These factors you mention are involved in the trades. You have to think that it is not possible to compare companies in the market and the public institutions when discussing estimates of the need for labor, plans for the number of interns, mobility of projects, speed of reaction to changes etc.
22. Most workplaces need to train recruits. Very good to let this happen through the secondary school system. It is not normal to think companies need special money for this.
23. What is meant by electronic / online contact? The cost should be covered by both the companies and the educational system.
24. I am not sure I figure the questions, probably just me. If a student is under 18 we in the trades are by law required to have a signature of a guardian for an apprentice.

**B: Can you point out something else that would matter with organizing workplacements, taking in students into a workplace or preparing for a workplacement?**

1. We need the information in good advance about how many are arriving for workplacement because the contacts that work shifts have to be able to organize their shifts according to the student's shifts during the workplacement.
2. I think people should have a competence evaluation after the first term, does the student have the ability and interest to work during the study and in this field of work?
3. It is important that a student is as much alongside his / her trainer as possible.
4. Only that it is important that a contact gets information about the student before he /

she arrives so we can organize. Also I think it is important that a contact can follow the student to most shifts.

5. This is very positive and offers many possibilities and at the same time introduction to work.
6. This is indeed worth the effort (WorkQual team thinks this comment is about the effort of forming a system about workplacements).
7. That the student has finished for example two years in school in the field of study.
8. To facilitate and maximise understanding and experience it is of course best that students come before and hear about the place and know what they are going into.
9. Preparation in school also matters. The students could be used as "labor" and the kids could try out in all the things they need to train.
10. The training should be possible all year round, not only when the semesters change in school. Also traditional school holidays at Christmas and Easter should not affect the training.

**C. Which one change or aspect would be the most important to improve the situation? Here may be an opportunity to mention possible reasons for a failed workplacement.**

1. Often it is difficult to find a workplacement for the amount of time needed to be able to finish the study. Often it is difficult to find a place because there needs to be a vacancy where you can find a workplacement with salary. I don't have the solution but I think we should work in this.
2. Unfortunately we have had students of assistant nursing that do not belong into his field of work.
3. Better overview.
4. First and foremost that it is followed that the student gets a comprehensive training and insight into as many parts of the trade as possible. Not to issue certain simple jobs to apprentices for a long time so that they will not get to know the vocation as a whole.
5. Quit the master of trade long term apprenticeship system.
6. This all depends on the person / student arriving if he / she has little or much interest in the job.
7. Communication.
8. Communication.

**D. Which are the pros and cons of workplacements like you know these? How is it possible to improve this?**

1. Benefits are that the workplace links knowledge to the real world for the student. There is always some development so workplace – student and student – workplace (probably communication) Also the workplace can make clear which knowledge and skills are required in the workplace.
2. I think it is good for all to have students into the workplace even if this creates additional stress for people, especially the one responsible for the student.
3. Benefits: It is brilliant that students can have a workplacement, but before this there needs to be an evaluation of knowledge and interest there is. Unfortunately we have too many students of assistant nursing just doing this study to be able to matriculate for university.
4. My opinion is that the assistant nursing study should be in levels. 1. one semester or so for a qualification for a home for the elderly. 2. study for a qualification for work in nursing homes. 3. Study for a qualification for work in hospital wards.
5. Too many assistant nurses have been qualified without being competent for their work.
6. Benefits. Good to have a mentor to whom you can go so everyone is no in loose air, trust is important.
7. Students get a good insight into the job and the organization from school is good.
8. I have been the contact for assistant nursing students for some time and the students have been coming from different schools I have been pleased with the knowledge they bring and the criteria used. I have personally been very pleased with most of the students and I can not point to a certain field that needs to be improved relating to the workplace training.
9. Pros are that the students get to know the organization and they can become future workers. Don't remember anything we need to improve. This a good thing and is in harmony with the policy of Akureyri Home for the Elderly to work well with schools.
10. Great benefits from workplace training, it has been very successful for us.
11. I really only know the old Apprenticeship system. I am afraid I lack the knowledge of other types of workplacements and I think the reluctance of some masters of trade to take apprentices is based on that they only know the possibility of a long term binding apprenticeship agreement, with all it's duties.
12. Short to the point introductions for example in email or short workshops.
13. I have mentioned a few benefits earlier. Introduction to the vocation, working environment etc. Are the students prepared to work?
14. One thing to mention is that this can interrupt the processes in the company. This can also be costly because in some of this it means a person to person.
15. Benefits, a small workplace where I could try most jobs, you get insight into almost everything included in the trade (machine work).

16. Cons. I have to admit I don't see many cons in my workplacement. I got a lot of information and guidance when I started and I was allowed to take part in everything.
17. Needs for improvement. I have heard about people that would be doing the same thing most of their time during workplacement and then a week or two before the trade exams they were taken and trained in many things. This is not a good workplacement and needs to be prevented.
18. Experience, that people get to know new circumstances and procedures.  
Education.
19. The benefits are obvious both for the student and the workplace.
20. Benefits of workplacements are numerous. Youngsters see into a world they are about to work within. There needs to be a push for self confidence in the youngsters and there is a need for preparation there. The shy kids and the ones that do not have the confidence to dig into the workplace will get less out of the experience.
21. Only pros. The cons would be if the workplaces are misusing the situation. These workplaces would probably be listed on the black list.
22. That the student gets valuable experience in entering the workplace.
23. The student must have an interest in the job he / she takes during the placement.
24. It is a benefit that if the student does not show interest and does not ask about the job or wants further information he / she is not on the way to the right vocation.
25. Benefits are that the student can better decide if he / she wants to pursue this study / vocation.
26. We need to differentiate between different types of workplace learning. It is not possible to put all types under one hat, it is like other types of learning in this.