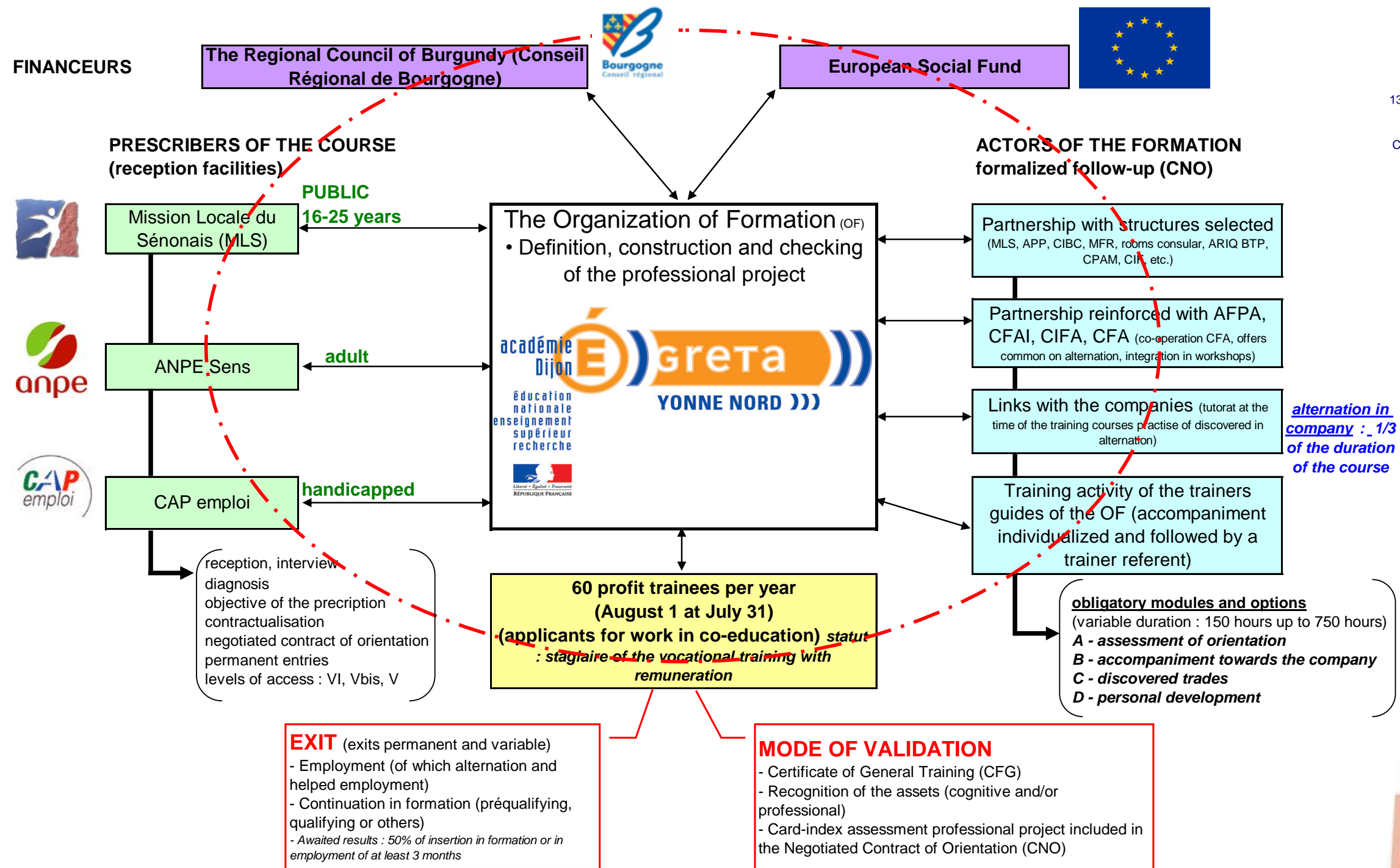


# Action d'Orientation Professionnelle - Programme Régional de Formation Professionnelle Continue

## The Action of Vocational Guidance in Greta Yonne Nord (Sens)

Objective: development of the capacities of orientation, insertion or social and professional rehabilitation



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Programme Education et Formation Tout au Long de la Vie - Partenariat Educatif Grundtvig

EUTIALL - European Teachers Improving Andragogy for Lifelong Learning



**A - assessment of orientation** : evaluation of the capacities, the potentialities and the personal and professional motivations, evaluation of competences, definition of a professional project, development of an individual course of orientation, location of the level of access to employment or in formation, acquisition and checking of professional competences,

**B - accompaniment towards the company** : tools of professionalisation, CV, letter of motivation, card-indexes trades, investigation near the professionals, technique of search of training course and employment, put in situation of work, development of the employability, checking of the professional project.

**C - discovered trades** : discovered trades and sectors, discovered world of work, trades and branches of industry, discovered actions préqualifying and qualifying.

**D - personal development** : handing-over on level, workshop written and oral communication, workshop logical reasoning, preparation with the CFG, Social Life and Professional, NTIC and preparation in B2i, development of cognitive competences, relaunching and personal development, resumption of self-confidence, socialization, physical activities, social prevention, medical check-up, preparation to the SST, EEDD, other workshops (sculpture, photograph, video, esthetics, newspaper, etc.), identifying transferable capacities in the life of the company, carried out with a positive teaching attitude (to lead to a finished product).