

## Quality procedures before, during and after the WBL

ACTIVITY	TICK	DATE	SIGNATURE
<b>Before WBL Activities</b>			
You have promoted the WBL programs for the involvement of the host subjects	<input type="checkbox"/>		
You have done networking with the host system - you have participated in events, meetings, fairs and host organizations	<input type="checkbox"/>		
You presented the school and the WBL program to the host subjects at the beginning of the year	<input type="checkbox"/>		
You have powered and manage the database with the list of host facilities	<input type="checkbox"/>		
You have acquired the availability from the host subjects to: <ul style="list-style-type: none"> <li>- hosting company visits;</li> <li>- attend meetings at school;</li> <li>- host students</li> </ul>	<input type="checkbox"/>		
You have stipulated agreements with the host subjects for the realization of ASL paths and activities	<input type="checkbox"/>		
You have developed a canvas of the three-year WBL project	<input type="checkbox"/>		

ACTIVITY	TICK	DATE	SIGNATURE
You have developed an annual WBL project in an interdisciplinary way starting from the learning outcomes	<input type="checkbox"/>		
You have developed one or more Learning Units starting from the learning outcomes	<input type="checkbox"/>		
<b>During WBL activities</b>			
You have prepared the students for the WBL path	<input type="checkbox"/>		
You have developed an individualized project starting from the learning outcomes	<input type="checkbox"/>		
The individualized project has been approved	<input type="checkbox"/>		
You have drawn up the management and monitoring plan	<input type="checkbox"/>		
You have communicated the monitoring activities to the interested parties (WBL teachers, company tutor, student...)	<input type="checkbox"/>		
You have carried out the activities of WBL at school	<input type="checkbox"/>		
You have carried out the activities of WBL at the host organization	<input type="checkbox"/>		

ACTIVITY	TICK	DATE	SIGNATURE
You have completed the formative assessment	<input type="checkbox"/>		
You have found the data and information on WBL activity at the school or in the host office	<input type="checkbox"/>		
You have updated the monitoring results	<input type="checkbox"/>		
You have evaluated the need for modification, correction, remodulation path and, if necessary, has modified, corrected, reshaped the path	<input type="checkbox"/>		
You have reported the progress of the WBL path to the parents	<input type="checkbox"/>		
You have prepared a final monitoring report (comment on the results)	<input type="checkbox"/>		
You have defined the evaluation plan as part of the annual WBL plan	<input type="checkbox"/>		
You have built the rubric for assessment	<input type="checkbox"/>		
The Rubric for assessment has been approved by the host organization	<input type="checkbox"/>		

**After WBL activities**

You have completed the summative assessment	<input type="checkbox"/>		
You have approved the results of the assessment	<input type="checkbox"/>		
You have certified the skills developed by the students	<input type="checkbox"/>		