**Appendix No 10 to the Manual**   
– Model of the Certificate

**CERTIFICATE**

**Ms/Mr**

*First name and surname*

**participated in**

*title of the event*

*that took place from ................. to …………..... (duration of the event)*

*in ................................. (venue of the event, state*)

…………………………………………………………….

date and signature of the Organiser

**Description of the learning outcomes[[1]](#footnote-1):**

*Please describe the learning outcomes as a result of participating in the event using the following formula and catalogue of concepts. The defined learning outcomes should be easy to verify. It is therefore necessary to avoid too general and too complex expressions, the language of the description should be simple and precise.*

* **Knowledge *(knows and understands...)[[2]](#footnote-2)***

e.g.

*The Participant knows / searches for / formulates / explains / recognises / distinguishes / names / selects / translates / indicates...*

* **Skills *(can...)* [[3]](#footnote-3)**

*The Participant analyses/selects/uses/links/operates/develops/organises/undertakes/calculates/carries out/prepares/ solves/implements/verifies/searches for/designs...*

* **Social competence *(is ready to...)[[4]](#footnote-4)***

*The Participant is eager to... /aware of... /able to... / oriented towards... /open to... /responsible for... /cares about... /proceeds according to... /strives for…*

1. The learning outcome is what the learner knows, understands and can do as a result of learning, expressed in terms of knowledge, skills and social competence. [↑](#footnote-ref-1)
2. **Knowledge** – a collection of descriptions of objects and facts, principles, theories and practices acquired in the learning process and relating to the field of learning or professional activity. [↑](#footnote-ref-2)
3. **Skills** – the ability, assimilated in the learning process, to perform tasks and solve problems specific to the field of learning or professional activity. [↑](#footnote-ref-3)
4. **Social competence** – the ability to participate autonomously and responsibly in the professional and social life and to shape own development, taking into account the ethical context of own behaviour. [↑](#footnote-ref-4)