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**Connecting the Mekong  
through Education and Training**

# MekongSkills2Work Network

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## An Introduction to **Work-Based Learning (WBL)**

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[Mekongskills2work.org](http://Mekongskills2work.org)

## MekongSkills2Work Network

# WORK-BASED LEARNING

 <p><b>Work Readiness Skills</b></p>	 <p><b>Work Exposure</b></p>	 <p><b>Work Experience</b></p>	 <p><b>Internships</b></p>	 <p><b>Post-Internships</b></p>	 <p><b>WORLD OF WORK</b></p>
<p>PART OF CLASSROOM INSTRUCTION</p>	<p>OBSERVING THROUGH SHORT WORKPLACE VISITS</p>	<p>DOING TASKS FOR A FEW DAYS IN A WORKPLACE</p>	<p>LEARNING TECHNICAL SKILLS</p>	<p>DOCUMENTATION &amp; SEEKING FURTHER OPPORTUNITIES</p>	<p>EMPLOYMENT</p>
<ul style="list-style-type: none"> <li>• Career guidance</li> <li>• Goal setting</li> <li>• Community mapping</li> <li>• Approaching &amp; finding work</li> <li>• CVs &amp; cover letter</li> </ul>	<ul style="list-style-type: none"> <li>• Group industry visits</li> <li>• Work observation</li> <li>• Informational interviews</li> <li>• Job shadowing</li> </ul>	<ul style="list-style-type: none"> <li>• 1-2 days: make choices</li> <li>• 5-15 days: experience</li> <li>• 3-6 weeks: extended work experience</li> </ul>	<ul style="list-style-type: none"> <li>• 2-3 months of structured work</li> <li>• Detailed logbooks</li> <li>• Documented for assessment</li> </ul>	<ul style="list-style-type: none"> <li>• Updating CVs &amp; portfolios</li> <li>• Debrief &amp; reflection</li> <li>• Thanking the workplace</li> </ul>	<p>ENTREPRENEURSHIP</p> <p>FURTHER STUDY</p>

# Work-Based Objectives

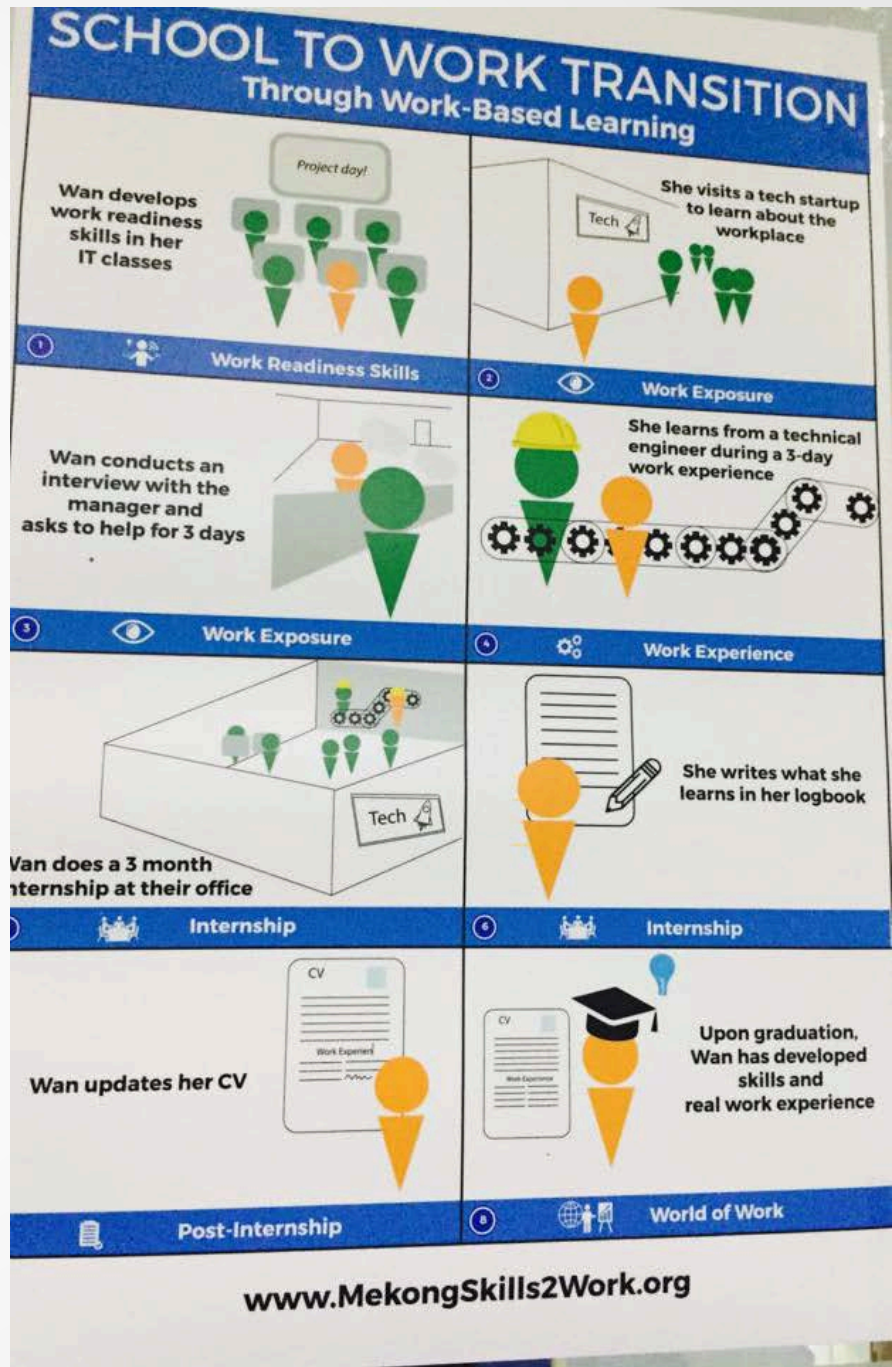
- Using **Work-Based Learning** to improve the preparation of students for the **internship programs** that we already offer
- Introduce **work exposure** activities into the classroom.
- Goal is to produce **more employable graduates** for local industry.
- Connect University with Industry
- Develop content that addresses **in-demand skills**

All over the region, we hear from businesses– from local to multinational – all say the same thing:

*“We want entry level employees that have a **work ready attitude** and have **work experience**. Then we will employ them.”*

- Employers want work ready attitude
- Employers want experience
- No experience = no job
- Any kind of work is work experience
- Work does not need to be linked to my major
- Build a relationship with the employer





# Work-Based Learning Toolkit and Coordinators

- The MS2W **Work-Based Learning Toolkit** can be used to improve the preparation of students for the **internship programs** that are already offered by institutions.

***Work-based learning + MS2W Sourcebook instructional approaches = More employable graduates***

The image shows two screenshots of Google Forms. The left form is titled 'Learner Form: Work Exposure' and includes a purple header with the text 'Learner Visit Form for Industry Visit and Workplace Tour (Mẫu dành cho sinh viên tham quan doanh nghiệp và nơi làm việc)'. It has four required text input fields: 'Student's name (Họ tên sinh viên) \*', 'Matriculation Number (Mã số SV) \*', 'Major (Ngành học) \*', and 'Course (Khóa) \*'. The right form is titled 'Learner Handout 8: Survey on Completion of the Internship' and includes a header with the text 'Phiếu khảo sát dành cho Sinh viên (8): Khảo Sát Sau Khi Hoàn Thành đợt Thực Tập Trường Đại học Bách Khoa Hà Nội'. It has three required text input fields: '1. Learner Name (Họ và tên sinh viên thực tập) \*', '2. Institution Name (Tên trường đại học) \*', and '3. Dates of Work Experience/Internship (From...to...) \* Ngày thực tập (từ ngày/tháng/năm...đến ...)'.

## Instructor Toolkits





# Work Exposure: Getting Students into the Workplace

Through short **work exposure** activities, students learn about work



Informal  
Observation



Observation in  
Public Space



Interviews  
about Jobs



One-day Job  
Shadowing

# Work Experience

- ✓ Touching and Doing
- ✓ In a real workplace
- ✓ For 1 or 2 days - to make decisions about career choices and internship placements
- ✓ For 5 days - to put on their CV to get better internship placements



# The Purpose of Work Exposure and Experience for Students and Industry



Students learn about work and are more work ready



Students get relevant work experience for their CV



Students and Employers build a relationship



Employers get better prepared interns



Employers get interns who are more useful and productive in the workplace



# By doing work exposure and work experience:

- Our students will make better career choices
- Our students will learn to find their own internships
- Our instructors will connect the classroom with industry
- Our instructors will visit more workplaces themselves
- Our institution will connect with more local industry partners



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## Thank you Questions

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