

Questionnaire on generic skills

Questionnaire for Graduates

This questionnaire presents a series of questions related to the *skills and competences* that may be important for success in your career. Please answer all the questions. The answers may be very valuable in improving course planning for future students of your degree subject. Please circle the best option in each case.

Many thanks for your co-operation

1. Age in years:
2. Sex:
 1. Male
 2. Female
3. Year in which you graduated:
4. Title of your first degree (in the national language):
5. Present employment situation:
 1. Working in a position related to your degree
 2. Working in a position not related to your degree
 3. Further study
 4. Looking for your first job
 5. Unemployed, but have previously been employed
 6. Neither employed nor looking for employment
 7. Other (please specify):

6. Do you feel that the education you have received at the university has been adequate?

- 1. Very much
- 2. Much
- 3. Some
- 4. Little
- 5. Very little

7. How would you rate the employment potential of your degree?

- 1. Very poor
- 2. Poor
- 3. Fair
- 4. Good
- 5. Very Good

For each of the skills listed below, please estimate:

- the **importance** of the skill or competence, in your opinion, for work in your profession;
- the **level** to which each skill or competence is developed by your degree programme at your university.

The blank spaces may be used to indicate any other skills that you consider important but which do not appear on the list.

Please use the following scale:

1 = none; 2 = weak; 3 = considerable; 4 = strong.

Questionnaire for Employers

This questionnaire presents a series of questions related to the *skills and competences* that may be important for success in the career of **(include here the area)**. Please answer all the questions. The answers will be very valuable in improving the planning of courses for future students of this subject.

Many thanks for your co-operation

1. Name of the organization:
2. Position of the person answering:
3. Number of employees:
4. Do you consider that university has given your **(include here the area)** employees adequate preparation for working in your company?
 1. Very much
 2. Much
 3. Some
 4. Little
 5. Very little

For each of the skills listed below, please estimate:

- the **importance** of the skill or competence, in your opinion, for work in your organization;
- the **level** to which each skill or competence is developed by degree programmes at university in (include name of area).

The blank space may be used to indicate any other skills that you consider important but which do not appear on the list.

Please use the following scale:
1 = none; 2 = weak; 3 = considerable; 4 = strong.

Skill/Competence	Importance	Level to which developed by University Degree
1. Capacity for analysis and synthesis	1 2 3 4	1 2 3 4
2. Capacity for applying knowledge in practice	1 2 3 4	1 2 3 4
3. Planning and time management	1 2 3 4	1 2 3 4
4. Basic general knowledge in the field of study	1 2 3 4	1 2 3 4
5. Grounding in basic knowledge of the profession in practice	1 2 3 4	1 2 3 4
6. Oral and written communication in your native language	1 2 3 4	1 2 3 4
7. Knowledge of a second language	1 2 3 4	1 2 3 4
8. Elementary computing skills	1 2 3 4	1 2 3 4
9. Research skills	1 2 3 4	1 2 3 4
10. Capacity to learn	1 2 3 4	1 2 3 4
11. Information management skills (ability to retrieve and analyse information from different sources)	1 2 3 4	1 2 3 4
12. Critical and self-critical abilities	1 2 3 4	1 2 3 4
13. Capacity to adapt to new situations	1 2 3 4	1 2 3 4
14. Capacity for generating new ideas (creativity)	1 2 3 4	1 2 3 4
15. Problem solving	1 2 3 4	1 2 3 4
16. Decision-making	1 2 3 4	1 2 3 4
17. Teamwork	1 2 3 4	1 2 3 4
18. Interpersonal skills	1 2 3 4	1 2 3 4
19. Leadership	1 2 3 4	1 2 3 4
20. Ability to work in an interdisciplinary team	1 2 3 4	1 2 3 4

Skill/Competence	Importance	Level to which developed by University Degree
21. Ability to communicate with non-experts (in the field)	1 2 3 4	1 2 3 4
22. Appreciation of diversity and multiculturality	1 2 3 4	1 2 3 4
23. Ability to work in an international context	1 2 3 4	1 2 3 4
24. Understanding of cultures and customs of other countries	1 2 3 4	1 2 3 4
25. Ability to work autonomously	1 2 3 4	1 2 3 4
26. Project design and management	1 2 3 4	1 2 3 4
27. Initiative and entrepreneurial spirit	1 2 3 4	1 2 3 4
28. Ethical commitment	1 2 3 4	1 2 3 4
29. Concern for quality	1 2 3 4	1 2 3 4
30. Will to succeed	1 2 3 4	1 2 3 4
31.	1 2 3 4	1 2 3 4
32.	1 2 3 4	1 2 3 4
33.	1 2 3 4	1 2 3 4

Please rank below **the five most important competences** according to your opinion. Please write the number of the item within the box. Mark on the first box the most important, on the second box the second most important and so on.

- 1. Item number
- 2. Item number
- 3. Item number
- 4. Item number
- 5. Item number

Many thanks for your co-operation

Questionnaire for academics

Ranking of Generic Competences

Listed below are the 17 competences that have been considered as most important for the professional development of university graduates, both by graduates and by the companies that employ them.

Please rank these 17 competences in order of importance according to your opinion. (1 being the most and 17 the least important).

It is vital that you rank ALL 17 and that you do not give any competences equal ranking.

General Competences	Ranking
1. Ability to work in an interdisciplinary team	
2. Appreciation of diversity and multiculturality	
3. Basic knowledge of the field of study	
4. Basic knowledge of the profession	
5. Capacity for analysis and synthesis	
6. Capacity for applying knowledge in practice	
7. Capacity for generating new ideas (creativity)	
8. Capacity to adapt to new situations	
9. Capacity to learn	
10. Critical and self-critical abilities	
11. Decision-making	
12. Elementary computing skills (word processing, database, other utilities)	
13. Ethical commitment	
14. Interpersonal skills	
15. Knowledge of a second language	
16. Oral and written communication in your native language	
17. Research skills	