



National Research and Development Centre  
for adult literacy and numeracy

## **Study on European Terminology in Adult Learning for a common language and common understanding and monitoring of the sector**

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# **European Adult Learning Glossary, Level 1**

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## **About this glossary**

This glossary is one output of European Commission project EAC/11/2008, 'Study on European Terminology in Adult Learning for a common language and common understanding and monitoring of the sector'. Work on this study was led by the National Research and Development Centre for Adult Literacy and Numeracy (NRDC) at the Institute of Education, University of London, and carried out in collaboration with colleagues from the Deutsches Institut für Erwachsenenbildung (DIE) in Bonn, the Agence Nationale de Lutte contre l'Illettrisme (ANLCI) in Lyon, and the University of Warsaw. Other outputs from this study include a review of European data sources on adult learning containing draft proposals for collecting core data to monitor the sector on a regular basis and recommendations for new indicators and benchmarks for adult learning.

An up-to-date common language is a prerequisite to overcoming the misunderstandings and lack of comparable data which impede monitoring of the sector. In accordance with the terms of reference of this study, the purpose of this glossary is to support the European Commission, all Member States and other European countries covered by the study and stakeholders in the sector in monitoring and analysing the adult learning sector in Europe by improving the quality and comparability of data.

Two glossaries have been produced in the course of this project. The glossary presented here – the Level 1 glossary – is intended to be a practical reference tool for policy-makers and administrators that will enable better communication between the Member States. The terms included in the Level 1 glossary are those essential for that purpose, and in particular terms whose definitions must be agreed (as far as possible) and understood at a European level in order for the policy discussions to proceed smoothly.

The Level 2 glossary contains considerably more terms and is intended for use by specialists. The primary purpose of the Level 2 glossary is to serve as a resource for monitoring the adult learning sector. Rather than being listed alphabetically, terms in the Level 2 glossary are organised conceptually. During the course of the project the team decided to structure the

Level 2 glossary in line with the framework constructed to present the data source findings, to allow greater synthesis between the two strands of the project as well as provide context for diverse definitions or lack of shared understanding on terms. As this Level 1 glossary is conceived of as a pocket guide, reflections on its production and the process of arriving at the terms and definitions included within it are included within the Level 2 glossary as part of the wider discussion of the development of the glossary. Terms and definitions included in the Level 2 glossary are presented in English only, in order to allow the Commission to undertake a wider consultation exercise on content than can be conducted within the parameters of the current study.

The Level 1 glossary includes all 28 official languages of the 27 member states of the European Union (EU), the four candidate states, and the two states which are members of the European Economic Area but not of the EU (33 countries in total). A list of the countries and languages is included in chapter 6 of the study's final report, along with an account of the methodology used to compile the glossary.

The main body of this glossary contains 67 key terms for the sector, presented in alphabetical order in English, one term per page. Each page contains (in this order):

- the term in English
- a definition of the term in English
- a note of the source of the definition
- the translation of the term into French, then into German, and then into the other 25 languages, these being listed in alphabetical order of their names in English.

At appropriate points in the alphabetical listing 10 other terms appear at the top of a page, with a note to 'see' another term. These terms were not considered to be key terms, but to need only such cross-references.

A further nine terms which were deemed to be key terms at a late stage (that is, after the main body of the Level 1 glossary had been completed and therefore too late to request translations from the experts who had provided the other translations) also appear at appropriate points in the alphabetical listing, although they appear without definitions or translations; it is proposed to add these terms to the main list, with definitions and translations, in the second edition of this glossary, and at that stage also to Level 2. For reference, these terms are: **access to learning, adult learner, digital divide, drop-out, individual learning route, individualisation of learning, learning module, learning offer, qualification.**

Preceding the main body of the glossary is an alphabetical listing of the 67 key terms and their definitions, in English only, with references to the pages on which the main entries can be found.

Full references and a list of acknowledgements can be found at the end of this glossary. A discussion of the challenges involved in producing this glossary and in selecting definitions is included in the Level 2 glossary.

## List of key terms and definitions, in English

Term	Definition	Page
<b>Access to education</b>	Conditions, circumstances or requirements (e.g. qualification, education level, skills or work experience, etc.) governing admittance to and participation in education and training institutions or programmes	11
<b>Accreditation of an education or training programme</b>	A process of quality assurance through which accredited status is granted to a programme of education or training showing it has been approved by the relevant legislative or professional authorities by having met predetermined standards	12
<b>Accredited learning</b>	Learning which leads to a recognised qualification	13
<b>Adult</b>	Any person aged 16 years or older who has left the initial education and training system <i>(Note: This is a pragmatic definition for EU purposes, based on the fact that 16 is the age of majority in some EU countries, e.g. Scotland, and that international surveys of adult literacy and numeracy tend to cover the age-range 16 to 60, 64 or 65)</i>	14
<b>Adult learning</b>	The entire range of formal, non-formal and informal learning activities which are undertaken by adults after a break since leaving initial education and training, and which results in the acquisition of new knowledge and skills Note: This includes university-level or higher education undertaken after a break (other than for deferred entry) since leaving initial education and training <i>(Note: This is a pragmatic definition for EU purposes; a full dictionary definition would include all higher education)</i>	15
<b>Adult learning provider</b>	Any organisation or individual providing learning activities for adults	16
<b>Adult learning teacher</b>	A person who is acknowledged as having the status of a teacher of adult learners according to the legislation and/or practice of a given country	17
<b>Adult learning trainer</b>	A person who works with adult learners to impart practical knowledge or skills, and whose expertise has been acquired through experience and not necessarily through formal qualifications	18
<b>Apprenticeship</b>	Systematic long-term training alternating periods at the workplace and in an educational institution or training centre	19
<b>Barriers to learning</b>	Situational (day to day life), institutional (rules and procedures), dispositional (attitudes to learning) and/or financial factors which impede, dissuade from or prevent engagement in learning programmes or activities.	20
<b>Basic skills</b>	The skills needed to live in contemporary society, e.g. listening, speaking, reading, writing, mathematics and ICT	21

<b>Term</b>	<b>Definition</b>	<b>Page</b>
<b>Community-based adult learning</b>	Learning taking place in local communities, delivered by educational providers in collaboration with them	22
<b>Competence</b>	The ability to apply learning outcomes adequately in a defined context (education, work, personal or professional development)	23
<b>Continuing vocational training</b>	A training process or activity which has as its primary objective the acquisition of new competences or the development and improvement of existing ones, and which is financed at least partly by the enterprises for their employees, who either have a working contract or who benefit directly from their work for the enterprise, such as unpaid family workers and casual workers. The training processes or activities must be planned in advance and must be organised or supported with the special goal of learning	24
<b>Disadvantaged</b>	Excluded from social rights or from social life or whose situation is precarious <i>(Note: Does not include cognitive and/or physical impairments, for which see 'Learning difficulties/disabilities')</i>	25
<b>Distance learning</b>	Education and training imparted at a distance through communication media: books, radio, TV, telephone, correspondence, computer or video	26
<b>Early school leavers</b>	The percentage of the population aged 18-24 with only lower secondary education or less and no longer in education or training: <i>(Note: This is a pragmatic definition for EU benchmark purposes; a full dictionary definition would not specify this age-range, and a more general definition would be: Those who left school without completing secondary education, or experienced a lack of success at the end of upper secondary school, that is, left without qualifications. 'Second chance education' (q.v.) is intended for people meeting this description.)</i>	27
<b>Formal learning</b>	Learning that occurs in an organised and structured environment (e.g. in an education or training institution or on the job) and is explicitly designated as learning (in terms of objectives, time or resources). Formal learning is intentional from the learner's point of view. It typically leads to validation and certification.	28
<b>Functional literacy</b>	The ability to read and write at a level of competence that enables full participation in social and economic life	29
<b>Functional numeracy</b>	The ability to use numbers and other mathematical concepts at a level of competence that enables full participation in social and economic life	30
<b>Funding body</b>	An organisation responsible for funding teaching and learning provision	31
<b>Funding stream</b>	Any route by which funding for teaching and learning is channelled to learning providers	32
<b>Guided learning</b>	The combination of face-to-face instruction and self-study, both undertaken under the direction of a teacher	33

<b>Term</b>	<b>Definition</b>	<b>Page</b>
<b>Hard to engage</b>	Difficult to attract into formal or non-formal learning and/or not suited by educational provision <i>(Note: 'Outreach' (q.v.) is intended to attract people meeting this description into learning)</i>	34
<b>Higher education</b>	Education at ISCED level 5 or above	35
<b>ICT skills</b>	The skills needed for efficient use of information and communication technologies (ICT)	36
<b>Individual learning account</b>	A system of public incentives to encourage access of adults to learning – for example those not already benefiting from publicly-funded education or training	37
<b>Individual learning plan</b>	A written record of the planning process and of ongoing and exit interviews, negotiated and drafted by the learner and the teacher	38
<b>Informal learning</b>	Learning resulting from everyday activities related to work, family or leisure. It is not organised or structured in terms of objectives, time or learning support. Informal learning is in most cases unintentional from the learner's perspective	39
<b>Information, advice and guidance (IAG)</b>	A range of activities designed to help individuals take educational, vocational or personal decisions and carry them out before and after they enter the labour market	40
<b>Initial vocational training</b>	A work-based training process or activity for apprentices/trainees. It leads to a formal qualification. The activities are often financed (partly or wholly) by the enterprise, but this is not a mandatory condition. Apprentices/trainees often have a special training contract	41
<b>Key competences</b>	1) Communication in the mother tongue; 2) Communication in foreign languages; 3) Mathematical competence and basic competences in science and technology; 4) Digital competence; 5) Learning to learn; 6) Social and civic competences; 7) Sense of initiative and entrepreneurship; 8) Cultural awareness and expression.	42
<b>Learning difficulties/ disabilities</b>	Cognitive and/or physical impairments which are barriers to learning in childhood, youth and as adults <i>(Note: Does not include social disadvantages, for which see 'Disadvantaged')</i>	43
<b>Liberal adult education</b>	Liberal non-formal and voluntary educational system for all ages, more common in Nordic countries and comprising folk high schools and study associations	44
<b>Lifelong learning</b>	All learning activity undertaken throughout life which results in improving knowledge, know-how, skills, competences and/or qualifications for personal, social or professional reasons	45

<b>Term</b>	<b>Definition</b>	<b>Page</b>
<b>Lifewide learning</b>	Learning, either formal, non-formal or informal which takes place across the full range of life activities (personal, social or professional) and at any stage	46
<b>Literacy</b>	The ability to read and write <i>(Note: This is the basic meaning; the definition excludes the wider uses in English which can include oracy (speaking and listening skills) and numeracy; it also excludes the modern use of 'literacy' in English to mean 'capability', as in 'financial literacy', 'emotional literacy', etc.)</i>	47
<b>Low qualified</b>	Having qualifications at level 1 of the European qualifications framework (EQF) for lifelong learning, that is: basic general knowledge, basic skills required to carry out simple tasks, and competence to work or study under direct supervision in a structured context	48
<b>Low-skilled</b>	Having qualifications, especially in literacy and numeracy, below ISCED level 3	49
<b>Mentoring</b>	Guidance and support provided in a variety of ways to a young person or novice (i.e. someone joining a new learning community or organisation) by an experienced person (mentor) who acts as a role model, guide, tutor, coach or confidant	50
<b>Mother tongue</b>	The first language(s) spoken in early childhood. More than one language can be mother tongues for one person. <i>('First language' and 'L1' are synonyms for this in English.)</i>	51
<b>New basic skills</b>	Skills such as ICT, foreign languages, social, organisational and communication skills, technological culture, entrepreneurship	52
<b>Non-accredited learning</b>	Learning which does not lead to a recognised qualification	53
<b>Non-formal learning</b>	Learning which is embedded in planned activities not explicitly designated as learning (in terms of learning objectives, learning time or learning support). Non-formal learning is intentional from the learner's point of view.	54
<b>Numeracy</b>	The ability to use numbers and other mathematical concepts	55
<b>Off-the-job training</b>	Vocational training undertaken away from the normal work situation. It is usually only part of a whole training programme, in which it is combined with on-the-job training	56
<b>On-the-job training</b>	Vocational training given in the normal work situation. It may constitute the whole training or be combined with off-the-job training	57
<b>Outreach</b>	A range of activities outside formal educational institutions designed to identify and attract non-learners, in order to encourage them to enrol in education and training programmes <i>(Note: see also 'Hard to engage')</i>	58



<b>Term</b>	<b>Definition</b>	<b>Page</b>
<b>Participation rate</b>	Adult participation in lifelong learning, i.e. the percentage of the population aged 25-64 participating in education and training during the 4 weeks prior to the survey <i>(Note: This is a pragmatic definition for EU purposes, in relation to the EC benchmark as calculated by the Labour Force Survey; a full dictionary definition would be much wider, and definitions used in other surveys will differ)</i>	59
<b>Persistence</b>	Continuing in learning activities in spite of difficulties <i>(Note: See also 'Self-directed learning')</i>	60
<b>Post-compulsory education</b>	Education followed by an individual after compulsory education which sets minimum legal standards and duration of obligatory schooling	61
<b>Priority groups</b>	Low-skilled workers; those entering adulthood without qualifications; marginalised groups; migrants; older workers	62
<b>Progress</b>	Improvement in attainment or self-confidence	63
<b>Progression</b>	What adult learners do next in terms of study, employment, earnings, or civic activity	64
<b>Qualification framework</b>	An instrument for the development and classification of qualifications (e.g. at national or sectoral level) according to a set of criteria (e.g. using descriptors) applicable to specified levels of learning outcomes	65
<b>Retention</b>	Keeping adults on educational courses <i>(Note: The purpose of keeping adults on courses is principally so that they complete the courses and/or gain a qualification, but may also be for accountability (financial/statistical) reasons)</i>	66
<b>Returns to learning</b>	Benefits that learners gain from learning <i>(Covers both economic returns and social returns)</i>	67
<b>Second chance education</b>	Re-entry to learning, as distinct from higher education and from learning continuing from initial education and training <i>(See also 'Early school leavers')</i>	68
<b>Self-directed learning (self-study)</b>	Learning by oneself without the aid of an instructor <i>(Note: See also 'Persistence', of which self-directed learning may be one aspect)</i>	69
<b>Social partners</b>	At national level, employers' and workers' organisations in conformity with national laws and/or practices and, at Community level, employers' and workers' organisations taking part in the social dialogue at Community level	70
<b>Tertiary-level attainment</b>	The percentage of those aged 30-34 who have successfully completed tertiary-level education (ISCED levels 5 and above) <i>(Note: This is a pragmatic definition for EU purposes; a full dictionary definition would not specify this age-range)</i>	71
<b>Third sector</b>	Organisations which are self-governing and constitutionally independent of the state, do not distribute profits to shareholders, and benefit to a significant degree from voluntarism. The sector encompasses voluntary and community organisations, charities, social enterprises, and cooperatives	72

<b>Term</b>	<b>Definition</b>	<b>Page</b>
<b>Training of trainers</b>	Theoretical or practical training for teachers and trainers	73
<b>Upskilling</b>	Short-term targeted training typically provided following initial education and training, and aimed at supplementing, improving or updating knowledge, skills and/or competences acquired during previous training	74
<b>Validation of learning outcomes</b>	Confirmation by a competent body that learning outcomes (knowledge, skills and/or competences) acquired by an individual in a formal, non-formal or informal setting have been assessed against predefined criteria and are compliant with the requirements of a validation standard. Validation typically leads to certification	75
<b>Vocational education and training (VET)</b>	Education and training which aims to equip people with knowledge, know-how, skills and/or competences required in particular occupations or more broadly in the labour market	76
<b>Work-based learning</b>	Learning taking place through carrying out and reflecting on work tasks in a real environment	77

English	<b>Access to education</b>
<i>definition</i>	<i>Conditions, circumstances or requirements (e.g. qualification, education level, skills or work experience, etc.) governing admittance to and participation in education and training institutions or programmes</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	conditions d'admission / d'accès à l'éducation
German	Zugang zur Bildung / Bildungszugang
Bulgarian	
Croatian	dostupnost obrazovanja
Czech	přístup ke vzdělání
Danish	adgangskrav til uddannelse
Dutch	toegang tot onderwijs / toegankelijkheid van het onderwijs / kans op onderwijs
Estonian	ligipääs haridusele
Finnish	koulutukseen pääsy
Greek	
Hungarian	hozzáférés az oktatáshoz
Icelandic	aðgangur að náme
Irish	fáil ar oideachas
Italian	accesso alla formazione
Latvian	pieeja izglītībai
Lithuanian	švietimo prieinamumas
Macedonian	
Maltese	access għall-edukazzjoni / għat-tagħlim
Norwegian	tilgang til utdanning
Polish	warunki przyj••
Portuguese	acesso à educação
Romanian	acces la educa•ie
Slovakian	prístup k vzdelávaniu
Slovenian	dostop do izobraževanja
Spanish	acceso a la educación
Swedish	tillgång till utbildning
Turkish	e•itime eri•im

**Access to learning:** to be added in second edition

English	<b>Accreditation of an education or training programme</b>
<i>definition</i>	<i>A process of quality assurance through which accredited status is granted to a programme of education or training showing it has been approved by the relevant legislative or professional authorities by having met predetermined standards</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	homologation d'une formation / d'un programme d'éducation ou de formation
German	Akkreditierung eines pädagogischen Programms
Bulgarian	
Croatian	akreditacija obrazovnog programa
Czech	akreditace vzdělávacího nebo školicího programu
Danish	akkreditering (godkendelse) af et uddannelses- eller træningsforløb
Dutch	accreditatie van een onderwijs- of opleidingsprogramma
Estonian	tasemeõppe või täienduskoolitusprogrammi akrediteerimine
Finnish	koulutuksen ja harjoittelun tunnustaminen
Greek	
Hungarian	oktatási, képzési programok akkreditációja
Icelandic	viðurkenning á menntaverkefni
Irish	creidiúnú ar chlár oideachais nó oiliúna
Italian	accreditamento di un programma formativo
Latvian	izglītības vai apmācības programmas akreditācija
Lithuanian	ugdymo ar kvalifikacijos tobulinimo programų akreditavimas
Macedonian	
Maltese	I-ivverifikar u I-għarfien / I-akkreditament ta' programm ta' edukazzjoni jew ta' ri-
Norwegian	formell godkjenning av et utdannings- eller opplæringsprogram
Polish	akredytacja
Portuguese	acreditação de curso
Romanian	acreditarea unui program de educație sau formare
Slovakian	akreditácia vzdelávania alebo programov odbornej prípravy
Slovenian	akreditacija programa izobraževanja ali usposabljanja / javno priznanje programa izobraževanja ali usposabljanja
Spanish	acreditación en un programa de formación o educación
Swedish	fastställande / godkännande av utbildningsprogram
Turkish	eğitim akreditasyonu

**Accreditation of prior learning:** see Validation of learning outcomes

English	<b>Accredited learning</b>
<i>definition</i>	<i>Learning which leads to a recognised qualification</i>
<i>source</i>	<i>Project team</i>
French	formation qualifiante/ certifiante /diplômante
German	akkreditiertes Lernen
Bulgarian	
Croatian	akreditirano u•enje
Czech	akreditované vzd•lávání
Danish	godkendte uddannelse
Dutch	geaccrediteerd onderwijs
Estonian	tunnustatud õpe
Finnish	pätevöityminen
Greek	
Hungarian	akkreditált tanulás
Icelandic	viðurkennt nám
Irish	foghlaim chreidiúnaithe
Italian	formazione accreditata
Latvian	akredit•ta izgl•t•ba
Lithuanian	mokymasis pagal akredituot• ugdymo program•
Macedonian	
Maltese	tag•lim ikkreditat
Norwegian	formelt kvalifiserende opplæring
Polish	kszta•cenie prowadz•ce do •wiadectwa lub dyplomu pa•stwowego
Portuguese	aprendizagem certificada
Romanian	înv••are certificat•
Slovakian	akreditované vzdelávanie
Slovenian	u•enje za pridobitev kvalifikacije
Spanish	aprendizaje reconocido o acreditado
Swedish	auktoriserad utbildning / kompetensinriktat lärande
Turkish	akredite ö•renme

English	<b>Adult</b>
<i>definition</i>	<i>Any person aged 16 years or older who has left the initial education and training system (Note: This is a pragmatic definition for EU purposes, based on the fact that 16 is the age of majority in some EU countries, e.g. Scotland, and that international surveys of adult literacy and numeracy tend to cover the age-range 16 to 60, 64 or 65)</i>
<i>source</i>	<i>Project team</i>
French	adulte ou jeune adulte (à partir de 16 ans)
German	Erwachsener (ab 16 Jahre)
Bulgarian	
Croatian	odrasla osoba
Czech	dospělý
Danish	voksen
Dutch	volwassene
Estonian	täiskasvanu
Finnish	aikuisen
Greek	
Hungarian	felnőtt
Icelandic	fullorðinn
Irish	aosach
Italian	adulto
Latvian	pieaugušais
Lithuanian	suaugęs asmuo
Macedonian	
Maltese	adult
Norwegian	voksen
Polish	dorosły
Portuguese	adulto
Romanian	adult
Slovakian	dospelý
Slovenian	odrasli
Spanish	adulto
Swedish	vuxen
Turkish	yetkin

**Adult learner:** to be added in second edition

English	<b>Adult learning</b>
<i>definition</i>	<i>The entire range of formal, non-formal and informal learning activities which are undertaken by adults after a break since leaving initial education and training and which result in the acquisition of new knowledge and skills. Note: This includes university-level or higher education undertaken after a break (other than for deferred entry) since leaving initial education and training. (Note: This is a pragmatic definition for EU purposes; a full dictionary definition would include all higher education)</i>
<i>source</i>	<i>Agreed by project team after guidance from EC</i>
French	formation d'adultes / apprentissage des adultes
German	Erwachsenenlernen
Bulgarian	
Croatian	obrazovanje odraslih
Czech	u•ení v dosp•losti
Danish	voksenuddannelse / efter- /videreuddannelse
Dutch	leren voor volwassenen / volwassenenonderwijs / volwasseneneducatie
Estonian	täiskavanute õpe
Finnish	aikuisoppiminen
Greek	
Hungarian	feln•tt tanulás
Icelandic	fullorðinsfræðsla
Irish	foghlaim aosach
Italian	apprendimento degli adulti
Latvian	pieaugušo izgl•t•ba
Lithuanian	suaugusi•j• mokymasis
Macedonian	
Maltese	it-tag•lim tal-adulti
Norwegian	voksenopplæring
Polish	kszta•cenie doros•ych
Portuguese	aprendizagem dos adultos
Romanian	educa•ia adul•ilor
Slovakian	u•enie dospelých
Slovenian	u•enje odraslih
Spanish	aprendizaje de adultos
Swedish	vuxnas lärande
Turkish	yeti•kin e•itimi

English	<b>Adult learning provider</b>
<i>definition</i>	<i>Any organisation or individual providing learning activities for adult learners</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	organisme / prestataire de formation d'adultes
German	Anbieter von Erwachsenenbildung
Bulgarian	
Croatian	ustanove koje pružaju mogućnosti učenja/obrazovanja za odrasle
Czech	poskytovatel vzdělávání dospělých (instituce poskytující vzdělávání dospělých)
Danish	voksen undervisnings center
Dutch	centrum voor volwassenenonderwijs / aanbieder of verlener van volwassenenonderwijs
Estonian	täiskasvanukoolituse pakkuja
Finnish	aikuskoulutuksen tarjoaja
Greek	•
Hungarian	felnétkeltési szolgáltató
Icelandic	fullorðinsfræðsla (+ name of institution)
Irish	soláthróir ar fhoghlaim aosach
Italian	ente formativo
Latvian	pieaugušo izglītības nodrošinātājs
Lithuanian	suaugusiųjų švietimo paslaugų teikėjas
Macedonian	
Maltese	organizzazzjoni jew individwu li jipprovdu tagħlim lill-adulti
Norwegian	tilbyder av voksenopplæring
Polish	firma szkoleniowa
Portuguese	fornecedor de educação de adultos
Romanian	oferant de educație și formare pentru adulți
Slovakian	
Slovenian	izvajalec učenja odraslih
Spanish	mediador en la educación de adultos
Swedish	vuxenutbildningsanordnare
Turkish	yetkin eğitim hizmeti



English	<b>Adult learning teacher</b>
<i>definition</i>	<i>A person who is acknowledged as having the status of a teacher of adult learners according to the legislation and/or practice of a given country</i>
<i>source</i>	<i>Based on 'Common European Principles for Teacher Competences and Qualifications'</i>
French	formateur d'adultes
German	Erwachsenenbildner / Lehrer in der Erwachsenenbildung
Bulgarian	
Croatian	nastavnik kvalificiran za poučavanje odraslih
Czech	učitel specializovaný na vzdělávání dospělých
Danish	voksenuddannelses-lærer
Dutch	volwasseneneducatie leraar
Estonian	andragoog, täiskasvanute õpetaja (tase III –V)
Finnish	aikuisopettaja
Greek	
Hungarian	felnőttoktató
Icelandic	kennari í fullorðinsfræðslu
Irish	múinteoir don fhoghlaim aosach
Italian	docente nella formazione dell'adulto
Latvian	pieaugušo izglototājs
Lithuanian	suaugusiųjų švietimo sistemos mokytojas (dėstytojas)
Macedonian	••••••••
Maltese	għalliem tal-adulti
Norwegian	voksenlærer
Polish	nauczyciel kształcenia dorosłych
Portuguese	educador de adultos
Romanian	profesor
Slovakian	učiteľ špecializovaný na vzdelávanie dospelých
Slovenian	učitelj odraslih
Spanish	profesor de educación de adultos
Swedish	vuxenutbildare / lärare för vuxna
Turkish	yetkin eğitimci

English	<b>Adult learning trainer</b>
<i>definition</i>	<i>A person who works with adult learners to impart practical knowledge or skills, and whose expertise has been acquired through experience and not necessarily through formal qualifications</i>
<i>source</i>	<i>Based on 'Common European Principles for Teacher Competences and Qualifications'</i>
French	tuteur
German	Ausbilder in der Erwachsenenbildung
Bulgarian	
Croatian	osoba kvalificirana za izobrazbu odraslih (1)
Czech	mistr odborného výcviku
Danish	voksen underviser
Dutch	volwasseneneducatie begeleider
Estonian	täiskasvanute koolitaja
Finnish	aikuiskouluttaja
Greek	
Hungarian	feln•ttképz•
Icelandic	aðstoðarmaður kennara í fullorðinsfræðslu
Irish	oiliúnóir don fhoghlaim aosach
Italian	formatore (di adulti)
Latvian	pieaugušo izgl•bas treneris
Lithuanian	suaugusi•j• švietimo sistemos profesijos mokytojas (pedagogas)
Macedonian	
Maltese	•arrie• fit-tag•lim tal-adulti
Norwegian	ufaglært yrkesfaglærer
Polish	instruktor w kształceniu dorosłych
Portuguese	formador de adultos
Romanian	formator
Slovakian	majster odborného výcviku
Slovenian	vaditelj odraslih u•encev
Spanish	formador de educación de adultos
Swedish	handledare / mästare / mentor
Turkish	yeti•kin e•itimi e•itimcisi

Note: (1) The Croatian language expert stated that the term 'adult learning trainer' was unknown in Croatia

English	<b>Apprenticeship</b>
<i>definition</i>	<i>Systematic, long-term training alternating periods at the workplace and in an educational institution or training centre</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	apprentissage / formation en alternance
German	Lehrlingsausbildung / Lehre
Bulgarian	с•••
Croatian	naukovanje
Czech	u•ební pom•r
Danish	mesterlære
Dutch	leercontract, stage
Estonian	õpipoisikoolitus
Finnish	oppisopimuskoulutus
Greek	
Hungarian	tanulóid•
Icelandic	læri
Irish	printiseacht
Italian	apprendistato
Latvian	m•cek•a gadi
Lithuanian	pameistryst•
Macedonian	
Maltese	apprentistat
Norwegian	læretid
Polish	praktyki, przyuczenie do zawodu
Portuguese	aprendizagem em alternancia
Romanian	ucenicie
Slovakian	príprava u••ov / u••ovská príprava
Slovenian	vajeništvo
Spanish	aprendizaje profesional / formación de aprendices
Swedish	lärlingsutbildning / lärlingskap
Turkish	ç•rakl•k

English	<b>Barriers to learning</b>
<i>definition</i>	<i>Situational (day to day life), institutional (rules and procedures), dispositional (attitudes to learning) and/or financial factors which impede, dissuade from or prevent engagement in learning programmes or activities</i>
<i>source</i>	<i>Project team</i>
French	obstacles (freins) à la formation
German	Lernbarrieren
Bulgarian	
Croatian	prepreke u•enju
Czech	p•ekážky v u•ení
Danish	uddannelsesbarrierer
Dutch	belemmeringen voor het leren
Estonian	õpitakistused
Finnish	oppimiskynnys
Greek	
Hungarian	akadályok a tanulásban
Icelandic	takmörkun á námi
Irish	baic ar fhoghlaim
Italian	barriere all'apprendimento
Latvian	izgl•t•bai liktie š••rš•i
Lithuanian	mokymosi trukdžiai
Macedonian	
Maltese	xkiel g•at-tag•lim
Norwegian	hindringer for læring
Polish	bariery w nauczaniu
Portuguese	obstáculos à formação / à aprendizagem
Romanian	bariere în învă•are
Slovakian	prekážky v u•ení
Slovenian	ovire pri u•enju
Spanish	barreras de aprendizaje
Swedish	hinder för lärande
Turkish	ö•renme engelleri

English	<b>Basic skills</b>
<i>definition</i>	<i>The skills needed to live in contemporary society, e.g. listening, speaking, reading, writing, mathematics and ICT</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	compétences de base
German	Grundkompetenzen / Grundfertigkeiten / Basis-, Kernqualifikationen
Bulgarian	
Croatian	osnovne vještine
Czech	základní dovednosti
Danish	basale færdigheder
Dutch	basisvaardigheden
Estonian	põhioskused
Finnish	perusvalmiudet
Greek	
Hungarian	alapképességek
Icelandic	(Grunnfærni) Grundvallarfærni
Irish	bunscileanna (scileanna bunúsacha)
Italian	competenze di base
Latvian	pamata prasmes
Lithuanian	pagrindiniai gebėjimai
Macedonian	
Maltese	il-•iliet ba•i•i
Norwegian	grunnleggende ferdigheter
Polish	umiej•tno•ci bazowe
Portuguese	competências de base
Romanian	competen•e de baz•
Slovakian	základné schopnosti
Slovenian	temeljne spretnosti
Spanish	competencias básicas
Swedish	grundläggande färdigheter
Turkish	temel beceriler

English	<b>Community-based adult learning</b>
<i>definition</i>	<i>Learning taking place in local communities, delivered by educational providers in collaboration with them</i>
<i>source</i>	<i>Project team</i>
French	cours municipaux ou de quartier / formation 'communautaire' d'adultes
German	Erwachsenenbildung in der Gemeinde / kommunale Erwachsenenbildung
Bulgarian	o•••••
Croatian	društveno korisno u•enje odraslih
Czech	sociální u•ení v regionálních podmínkách
Danish	daghøjskole
Dutch	gemeenschapsgericht volwassenenonderwijs
Estonian	kogukonnapõhine täiskasvanute õpe
Finnish	yhteisöpohjainen aikuisoppiminen
Greek	
Hungarian	közösség alapú feln•tt tanulás
Icelandic	fullorðinsfræðslumiðstöð
Irish	foghlaim aosach pobalbhunaithe
Italian	formazione degli adulti di una comunità
Latvian	kopien• balst•ta pieaugušo izgl•t•ba
Lithuanian	suaugusi•j• mokymas(is) orientuotas • bendruomen•s poreikius
Macedonian	
Maltese	tag•lim lill-adulti f'komunità
Norwegian	lokalt forankret voksenopplæring
Polish	kszta•cenie doros•ych na potrzeby lokalne
Portuguese	aprendizagem dos adultos no seio da comunidade
Romanian	educa•ia adul•ilor în comunitatea local•
Slovakian	sociálne u•enie v regionálnych podmienkach
Slovenian	skupnostno u•enje odraslih
Spanish	aprendizaje adulto basado en la comunidad / universidad popular
Swedish	lokalt baserad vuxenutbildning
Turkish	toplum merkezli yeti•kin e•itimi

English	<b>Competence</b>
<i>definition</i>	<i>The ability to apply learning outcomes adequately in a defined context (education, work, personal or professional development)</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	compétence
German	Kompetenz
Bulgarian	
Croatian	vještina
Czech	kompetence
Danish	kompetence
Dutch	competentie
Estonian	võimekus, valmisolek
Finnish	pätevyys
Greek	
Hungarian	kompetencia
Icelandic	færni
Irish	inniúlacht
Italian	competenze
Latvian	kompetence
Lithuanian	kompetencija
Macedonian	
Maltese	kompetenza
Norwegian	kompetanse
Polish	kompetencje
Portuguese	competência
Romanian	competen••
Slovakian	odborná spôsobilos•
Slovenian	kompetenca
Spanish	competencia
Swedish	reell kompetens
Turkish	yetkinlik

English	<b>Continuing vocational training</b>
<i>definition</i>	<i>Continuing vocational training is a training process or activity which has as its primary objective the acquisition of new competences or the development and improvement of existing ones, and which is financed at least partly by the enterprises for their employees, who either have a working contract or who benefit directly from their work for the enterprise, such as unpaid family workers and casual workers. The training processes or activities must be planned in advance and must be organised or supported with the special goal of learning</i>
<i>source</i>	CVTS3
French	formation professionnelle continue
German	weiterführende Berufsausbildung
Bulgarian	
Croatian	kontinuirana vokacijska izobrazba
Czech	získání další odbornosti
Danish	erhervsuddannelse
Dutch	voortgezette beroepsopleiding
Estonian	täienduskooolitus kutseõppes
Finnish	oppisopimuskoulutus
Greek	
Hungarian	folyamatos szakképzés
Icelandic	iðnnám
Irish	gairmoideachas leantach
Italian	tirocínio formativo permanente
Latvian	arodizglības turpināšana
Lithuanian	tolimasis profesinis mokymas
Macedonian	
Maltese	ta'rikkontinw vokazzjonali
Norwegian	etter- og videreutdanning i arbeidslivet
Polish	doskazywanie zawodowe, doskonalenie zawodowe wspófinansowane przez przedsi biorstwo
Portuguese	formação profissional continua / formação continua
Romanian	formare continu vocaional
Slovakian	získanie ďalšej odbornosti
Slovenian	poklicno spopolnjevanje
Spanish	formación continua vocacional
Swedish	yrkesfortbildning / internutbildning / kompetensutveckling
Turkish	hizmet içi eğitim



**Digital divide:** to be added in second edition

English	<b>Disadvantaged</b>
<i>definition</i>	<i>Excluded from social rights or from social life or whose situation is precarious</i>
<i>source</i>	<i>Cedefop 2008b</i>
French	défavorisé
German	benachteiligt
Bulgarian	
Croatian	društveno isklju•ene osobe
Czech	znevýhodn•ný
Danish	udsatte
Dutch	kansarmen
Estonian	ebasoodsamas olukorras olev
Finnish	vähäsainen
Greek	
Hungarian	hátrányos helyzet
Icelandic	
Irish	míbhuntáiste
Italian	svantaggiato (persona)
Latvian	nelabv•l•gs
Lithuanian	socialiai pažeidžiami asmenys
Macedonian	
Maltese	•vanta••at
Norwegian	marginaliserte grupper
Polish	wykluczeni
Portuguese	desfavorecidos
Romanian	dezavantajat
Slovakian	znevýhodnený
Slovenian	zapotavljen
Spanish	cesfavorecido
Swedish	missgynnad
Turkish	dezavantajl•

English	<b>Distance learning</b>
<i>definition</i>	<i>Learning undertaken through communication media: books, radio, TV, telephone, correspondence, computer or video</i>
<i>source</i>	<i>Cedefop 2008b</i>
French	apprentissage / formation à distance
German	Fernlernen
Bulgarian	
Croatian	u•enje na daljinu
Czech	distan•ní u•ení
Danish	fjernstudium
Dutch	afstandsleren / afstandsonderwijs
Estonian	distantsope
Finnish	etäoppiminen
Greek	
Hungarian	távoktatás
Icelandic	fjarnám
Irish	cianfhoghlaim
Italian	apprendimento a distanza
Latvian	t•lm•c•ba
Lithuanian	nuotolinis mokymasis
Macedonian	
Maltese	it-tag•lim mill-bog•od
Norwegian	fjernundervisning
Polish	kszta•cenie na odleg•o••
Portuguese	educação / ensino à distância
Romanian	înv•••mânt la distan••
Slovakian	distan•né u•enie
Slovenian	u•enje na daljavo
Spanish	aprendizaje a distancia
Swedish	lärande på distans / distansstudier
Turkish	uzaktan e•itim

**Drop-out:** to be added in second edition

English	<b>Early school leavers</b>
<i>definition</i>	<i>The percentage of the population aged 18-24 with only lower secondary education or less and no longer in education or training (Note: This is a pragmatic definition for EU benchmark purposes; a full dictionary definition would not specify this age-range, and a more general definition would be: Those who left school without completing secondary education, or experienced a lack of success at the end of upper secondary school, that is, left without qualifications. ‘Second chance education’ (q.v.) is intended for people meeting this description.)</i>
<i>source</i>	<i>Eurostat/Labour Force Survey</i>
French	jeunes sortis précocément du système scolaire
German	Schulabbrecher
Bulgarian	
Croatian	osobe od 18 do 24 godine koje su ve• napustile obrazovni sustav (imaju završenu samo osnovnu ili srednju školu)
Czech	žáci s nedokon•eným vzd•láním
Danish	ikke-faglærte
Dutch	(voortijdige) schoolverlaters
Estonian	varased haridussüsteemist lahkujad
Finnish	koulutuspuudokkaat
Greek	
Hungarian	korai iskolaelhagyók
Icelandic	
Irish	luathfhágálaithe scoile
Italian	
Latvian	vid•jo izgl•t•bu nepabeigušie
Lithuanian	anksti iš švietimo sistemos pasitraukiantys asmenys
Macedonian	
Maltese	studenti li telqu kmieni mill-iskola
Norwegian	unge som faller ut av opplæring
Polish	odsiew
Portuguese	abandono premature do sistema escolar
Romanian	rata de p•r•sire timpurie
Slovakian	žiaci s nedokon•eným vzdelaním
Slovenian	osipniki
Spanish	abandono escolar prematuro
Swedish	personer utan fullständig gymnasieutbildning / personer som hoppat av gymnasiet
Turkish	okul-terk

**Folkbildning:** see Liberal adult education

**Folk high schools:** see Liberal adult education

English	<b>Formal learning</b>
<i>definition</i>	<i>Learning that occurs in an organised and structured environment (e.g. in an education or training institution or on the job) and is explicitly designated as learning (in terms of objectives, time or resources). Formal learning is intentional from the learner's point of view. It typically leads to validation and certification</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	apprentissage formel / formation formelle
German	formales Lernen
Bulgarian	
Croatian	formalno učenje
Czech	formální učení
Danish	formel læring
Dutch	formeel leren
Estonian	formaalõpe
Finnish	virallinen oppiminen
Greek	
Hungarian	formális tanulás
Icelandic	formlegt nám
Irish	foghlaim fhoirmeálta
Italian	apprendimento formale
Latvian	formālā izglītība
Lithuanian	formalusis mokymasis
Macedonian	
Maltese	it-tagħlim formali
Norwegian	formell læring
Polish	kształcenie formalne
Portuguese	aprendizagem formal
Romanian	educație formală
Slovakian	formálne učenie
Slovenian	formalno učenje
Spanish	aprendizaje formal
Swedish	formellt lärande
Turkish	örgün öğrenme / örgün eğitim

English	<b>Functional literacy</b>
<i>definition</i>	<i>The ability to read and write at a level of competence that enables full participation in social and economic life</i>
<i>source</i>	<i>Project team</i>
French	littérisme / alphabétisation fonctionnelle
German	funktionale Schriftsprachbeherrschung
Bulgarian	
Croatian	funkcionalna pismenost
Czech	funk•ní gramotnost
Danish	almene læse- og skriverfærdigheder
Dutch	functionele geletterdheid
Estonian	funktsionaalne kirjaoskus
Finnish	toiminnallinen luku- ja kirjoitustaito
Greek	•••
Hungarian	funkcionális írásbeliség
Icelandic	læs
Irish	litearthacht fheidhmeach
Italian	alfabetizzazione funzionale
Latvian	funkcion•l• rakstprat•ba, las•tprasme
Lithuanian	funkcinis raštingumas
Macedonian	•
Maltese	litteri•mu funzjonali
Norwegian	funksjonelle lese- og skriveferdigheter
Polish	alfabetyzm funkcjonalny
Portuguese	literacia funcional
Romanian	litera•ie func•ional• / competen•e de citit-scris func•ionale
Slovakian	funk•ná gramotnos•
Slovenian	funkcionalna pismenost
Spanish	alfabetización funcional
Swedish	funktionella läs- och skrivfärdigheter
Turkish	i•levsel okuryazarl•k

English	<b>Functional numeracy</b>
<i>definition</i>	<i>The ability to use numbers and other mathematical concepts at a level of competence that enables full participation in social and economic life</i>
<i>source</i>	<i>Project team</i>
French	numératie / compétences mathématiques
German	funktionale rechnerische Fähigkeiten
Bulgarian	
Croatian	funkcionalna matemati•ka pismenost
Czech	funk•ní matematická gramotnost
Danish	almene regnefærdigheder
Dutch	functionele gecijferdheid
Estonian	funktsionaalne arvutamisoskus
Finnish	toiminnallinen matemaattinen taito
Greek	
Hungarian	funkcionális számolási képesség
Icelandic	færni í stærðfræði
Irish	uimhearthacht fheidhmeach
Italian	alfabetizzazione funzionale di matematica
Latvian	funkcion•l• matem•tisk• prasme
Lithuanian	matematinis raštingumas
Macedonian	
Maltese	numeri•mu funzjonali
Norwegian	funksjonelle regneferdigheter
Polish	alfabetyzm funkcjonalny / umiej•tno•ci matematyczne
Portuguese	numeracia funcional / competências matemáticas / competências numéricas
Romanian	numera•ie func•ional• / competen•e matematice func•ionale
Slovakian	funk•ná matematická gramotnos•
Slovenian	funkcionalna numeri•nost
Spanish	matemática funcional
Swedish	funktionella matematikfärdigheter
Turkish	i•levsel say• bilgisi

English	<b>Funding body</b>
<i>definition</i>	<i>An organisation responsible for funding teaching and learning provision</i>
<i>source</i>	<i>Project team</i>
French	financeur / pouvoirs subsidants
German	Förderorganisation / Trägerschaft
Bulgarian	
Croatian	financijer
Czech	sponsorská organizace
Danish	
Dutch	financieringsorgaan
Estonian	rahastav organisatsioon
Finnish	rahoittajataho
Greek	
Hungarian	finanszírozási testület
Icelandic	styrktaraðili
Irish	foras cistiúcháin
Italian	sponsor finanziario
Latvian	finans•još• instit•cija
Lithuanian	finansuojanti organizacija
Macedonian	
Maltese	l-organizzazzjoni li ssostni t-tag•lim b' mod finanzjarju
Norwegian	finansieringsinstitusjon
Polish	organizacje finansuj•ce nauczanie
Portuguese	entidade financiadora / organismo financiador
Romanian	autoritate de finan•are/ Finan•ator
Slovakian	sponzorská organizácia
Slovenian	financer
Spanish	entidad financiadora
Swedish	utbildningsfinansiär
Turkish	fon veren kurum

English	<b>Funding stream</b>
<i>definition</i>	<i>Any route by which funding for teaching and learning is channelled to learning providers</i>
<i>source</i>	<i>Project team</i>
French	mécanisme de financement
German	Finanzierungsstrom / Finanzstrom
Bulgarian	
Croatian	na•in financiranja
Czech	zp•soby financování
Danish	finansieringsmulighed
Dutch	financieringstoestroom
Estonian	rahastamiskanal
Finnish	rahoitusväylä
Greek	
Hungarian	finanszírozási irány
Icelandic	
Irish	sruth maoinithe
Italian	flusso finanziario della sponsorizzazione
Latvian	finanšu pl•sma
Lithuanian	finansavimo srautas
Macedonian	
Maltese	I-indirizz ta' fondi lejn dawk li jipprovdu t-tag•lim
Norwegian	finansieringskanal
Polish	strumie• finansowania
Portuguese	mecanismo de financiamento / fluxo financeiro / linha de financiamento
Romanian	alocare bugetar•
Slovakian	spôsoby financovania
Slovenian	finan•ni tokovi
Spanish	flujo de financiación
Swedish	ekonomiska kanaler / ekonomiskt ansvar
Turkish	fon ak•••



English	<b>Guided learning</b>
<i>definition</i>	<i>The combination of face-to-face instruction and self-study, both undertaken under the direction of a teacher</i>
<i>Source</i>	<i>Project team</i>
French	auto-formation tutorée
German	gezielte Unterweisung
Bulgarian	
Croatian	vo•eno u•enje
Czech	•ízené u•ení
Danish	
Dutch	begeleid leren
Estonian	juhendatud õppimine
Finnish	ohjattu oppiminen
Greek	
Hungarian	irányított tanulás
Icelandic	leiðsagnarnám
Irish	foghlaim faoi threoir
Italian	apprendimento guidato
Latvian	vad•t• m•c•šan•s
Lithuanian	mokymasis vadovaujant
Macedonian	
Maltese	it-tag•lim iggwidat
Norwegian	veiledet læring
Polish	samokształcenie wspomagane przez nauczyciela, instruktora [periphrasis]
Portuguese	aprendizagem orientada
Romanian	înv••are ghidat•
Slovakian	riadené u•enie
Slovenian	vodeno samostojno u•enje
Spanish	aprendizaje guiado
Swedish	handlett lärande
Turkish	güdümlü ö•renme

English	<b>Hard to engage</b>
<i>definition</i>	<i>Difficult to attract into formal or non-formal learning, and/or not suited by educational provision (Note: 'Outreach' (q.v.) is intended to attract people meeting this description into learning)</i>
<i>source</i>	<i>Project team</i>
French	éloigné(e) de la formation
German	schwer einzunehmen
Bulgarian	
Croatian	ono što je teško uklju•iti u proces u•enja
Czech	neochotný/neochotní se ú•astnit dalších vzd•ávacích program•
Danish	svært at nå
Dutch	moeilijk te betrekken
Estonian	raske kaasata
Finnish	heikosti sitoutuva
Greek	
Hungarian	nehezen bevonhatóság
Icelandic	
Irish	deacair gabháil le
Italian	difficile a attirare al apprendimento
Latvian	probl•mas ar iesaist•šanu
Lithuanian	sunkiai •traukiamas • mokymo(si) proces•
Macedonian	
Maltese	nies li diffi•li jit•ajru jibdew xi forma ta' ta•ri• / mhux lakemm jit•ajru jitg•allmu
Norwegian	vanskelig å nå
Polish	niepodatny na doksztacanie
Portuguese	resistente / renitentes à aprendizagem / renitentes ao sistema escolar
Romanian	dificil de înrolat
Slovakian	neochotný/neochotní ú•astni• sa na •alších vzdelávacích programoch
Slovenian	izobraževalno nedejavni
Spanish	difícil de atraer (a aprendizaje)
Swedish	svårrekryterad(e) / motvillig(a)
Turkish	dirençli

English	<b>Higher education</b>
<i>definition</i>	<i>Education beyond the level of secondary education and post-secondary non-tertiary education, that is, at ISCED level 5 or above</i>
<i>source</i>	<i>Project team</i>
French	enseignement supérieur
German	höhere Bildung
Bulgarian	
Croatian	visoko obrazovanje
Czech	vyšší odborné vzd•lávání
Danish	mellemlang og lang videregående uddannelse
Dutch	hoger onderwijs
Estonian	kõrgharidus
Finnish	korkeakoulutus
Greek	
Hungarian	fels•oktatás
Icelandic	æðri menntun
Irish	ardoideachas
Italian	formazione universitaria
Latvian	augst•k• izgl•t•ba
Lithuanian	aukštasis mokslas
Macedonian	
Maltese	edukazzjoni g•olja
Norwegian	høyere utdanning
Polish	studia wy•sze
Portuguese	ensino superior
Romanian	înv•••mânt superior
Slovakian	vyššie odborné vzdelávanie
Slovenian	visoko izobraževanje
Spanish	educación superior
Swedish	högre utbildning
Turkish	yüksek ö•renim

English	<b>ICT skills</b>
<i>definition</i>	<i>The skills needed for efficient use of information and communication technologies (ICT)</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	compétences en technologies de l'information et de la communication (TIC)
German	Kompetenzen im Bereich der Informations- und Kommunikationstechnologie (IKT) / IKT-Kompetenzen
Bulgarian	• • •
Croatian	vještine uporabe informacijske i komunikacijske tehnologije (IKT)
Czech	dovednosti v oblasti informačních a komunikačních technologií (IKT)
Danish	IT færdigheder
Dutch	informatie- en communicatievaardigheden / ICT-vaardigheden
Estonian	IKT (Info- ja kommunikatsioonitehnoloogia) oskused
Finnish	tieto- ja viestintäteknikkataidot
Greek	
Hungarian	ICT képességek
Icelandic	færni í upplýsinga- og fjarskiptatækni (UFT)
Irish	scileanna teicneolaíochta, fáisnéise agus cumarsáide (TFC)
Italian	competenze nei materiali delle tecnologie dell'informazione e della comunicazione (TIC)
Latvian	IKT prasmes
Lithuanian	IKT •g•džiai
Macedonian	
Maltese	il-•iliet tat-teknolo•ija tal-informatika u l-komunikazzjoni (ICT)
Norwegian	IKT-ferdigheter
Polish	umiej•tno•ci pos•ugiwania si• informatyk•
Portuguese	competências em tecnologias da informação e da comunicação (TIC)
Romanian	competen•e TIC (tehnologia informa•iei •i comunic•rii)
Slovakian	schopnosti v oblasti informačných a komunikačných technológií
Slovenian	spretnosti za IKT
Spanish	competencias en tecnologías de la información y la comunicación (TIC)
Swedish	färdigheter inom informations- och kommunikationsteknik (IKT)
Turkish	bilgi ve ileti•im teknolojileri (B•T) becerileri

English	<b>Individual learning account</b>
<i>definition</i>	<i>A system of public incentives to encourage access of adults to learning – for example those not already benefiting from publicly-funded education or training</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	compte individuel de formation
German	individuelles Lernkonto
Bulgarian	
Croatian	osobni poticaj za u•enje
Czech	podpora vzd•lávání dosp•lých
Danish	
Dutch	individuele leerrekening
Estonian	individuaalne õpikonto
Finnish	henkilökohtainen oppimissaavutustili
Greek	
Hungarian	egyéni tanulási kedvezmény
Icelandic	starfsmenntasjóðir
Irish	cuntas foghlama aonair
Italian	carta prepagata di credito formativo individuale
Latvian	individu•lais izgl•t•bas p•rskats
Lithuanian	individualaus mokymosi s•skaitos
Macedonian	
Maltese	in•entiv li j•ajjar lill-adulti j•itg•allmu
Norwegian	individuell læringskonto
Polish	indywidualne konto kształcenia
Portuguese	crédito individual de formação
Romanian	parcurs individual de înv••are
Slovakian	individuálny u•ebný výkaz
Slovenian	individualni račun za u•enje
Spanish	cuenta / credito individual de formación / sistema de incentivos
Swedish	individuell utbildningskonto ('learning account')
Turkish	bireysel öğrenim hesab•

English	<b>Individual learning plan</b>
<i>definition</i>	<i>A written record of the planning process and of ongoing and exit interviews, negotiated and drafted by the learner and the teacher</i>
<i>source</i>	<i>Project team</i>
French	plan individuel de formation
German	individueller Lernplan
Bulgarian	
Croatian	osobni plan u•enja
Czech	individuální studijní plán
Danish	individuelle læringsplaner
Dutch	individueel leertraject, individueel leerplan
Estonian	individuaalne õppekava
Finnish	henkilökohtainen oppimissuunnitelma
Greek	
Hungarian	egyéni tanulmányi terv
Icelandic	einstaklingsnámskrá
Irish	plean foghlama aonair
Italian	pianificazione dell'apprendimento individuale
Latvian	individu•lais izgl•t•bas pl•ns
Lithuanian	individualus mokymosi planas
Macedonian	
Maltese	pjan individwali tat-tag•lim
Norwegian	individuell opplæringsplan
Polish	zindywidualizowany plan kształcenia
Portuguese	plano individual de aprendizagem
Romanian	plan individual de învă•are
Slovakian	individuálny u•ebný plán
Slovenian	individualni načrt za u•enje
Spanish	plan individual de aprendizaje
Swedish	individuell utvecklingsplan
Turkish	bireysel öğrenme planı

**Individual learning route** (Parcours individuel de formation): to be added in second edition

**Individualisation of learning** (Individualisation/personnalisation de la formation): to be added in second edition

English	<b>Informal learning</b>
<i>definition</i>	<i>Learning resulting from everyday activities related to work, family or leisure. It is not organised or structured in terms of objectives, time or learning support. Informal learning is in most cases unintentional from the learner's perspective</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	apprentissage informel
German	informelles Lernen
Bulgarian	
Croatian	informalno učenje
Czech	mimoškolní náhodilé učení
Danish	uformel læring
Dutch	informeel leren
Estonian	informaalne õpe
Finnish	arkioppiminen
Greek	
Hungarian	informális tanulás
Icelandic	formlaust nám
Irish	foghlaim neamhfhoirmiúil
Italian	apprendimento informale
Latvian	neformālā izglītība
Lithuanian	savaiminis (informalusis) mokymasis
Macedonian	
Maltese	it-tagħlim informali
Norwegian	uformell læring
Polish	kształcenie pozaformalne
Portuguese	aprendizagem informal
Romanian	educație informală
Slovakian	informálne učenie
Slovenian	aformalno učenje / Informalno učenje
Spanish	aprendizaje informal
Swedish	informellt lärande
Turkish	resmi olmayan öğrenme

English	<b>Information, advice and guidance (IAG)</b>
<i>definition</i>	<i>A range of activities designed to help individuals take educational, vocational or personal decisions and carry them out before and after they enter the labour market</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	information, conseil et orientation
German	Information, Beratung und Orientierung
Bulgarian	
Croatian	informacija, savjet, vodstvo
Czech	vedení, poradenství a podpora
Danish	uddannelses- og karrierevejledning
Dutch	informatie, advies en begeleiding
Estonian	teavitamine, nõustamine ja juhendamine
Finnish	opinto-ohjaus
Greek	
Hungarian	tájékoztatás, tanácsadás és pályakövetés
Icelandic	námsráðgjöf
Irish	eolas, comhairle agus treoir (ECT)
Italian	consigli / suggerimenti / guida
Latvian	informācija, padoms un vadīšana (IPV)
Lithuanian	informavimas, konsultavimas ir orientavimas
Macedonian	
Maltese	informazzjoni, pariri u gwida
Norwegian	informasjon, rådgiving og veiledning
Polish	poradnictwo
Portuguese	informaç•o, aconselhamento e orientaç•o
Romanian	orientare •olar• i profesional• (O•P)
Slovakian	informácie, rady a poradenstvo
Slovenian	informiranje, nasvetovanje in vodenje
Spanish	información, asesoramiento y orientación
Swedish	information, rådgivning och vägledning
Turkish	bilgilendirme ve rehberlik



English	<b>Initial vocational training</b>
<i>definition</i>	<i>Initial vocational training (IVT) is a work-based training process or activity for apprentices/trainees. It leads to a formal qualification. The activities are often financed (partly or wholly) by the enterprise, but this is not a mandatory condition. Apprentices/trainees often have a special training contract</i>
<i>source</i>	CVTS3
French	formation professionnelle initiale
German	anfängliche Berufsbildung
Bulgarian	
Croatian	inicijalna stručna izobrazba
Czech	počáteční odborný výcvik
Danish	praktikplads
Dutch	initiële beroepsopleiding
Estonian	esmane kutseõpe
Finnish	ammattillinen alkuharjoittelu
Greek	•••
Hungarian	kezdetlen szakmai képzés
Icelandic	starfsþjálfun
Irish	gairmoiliúint tosaigh
Italian	attività formativa iniziale
Latvian	sākotnējā arodizglītība
Lithuanian	pirminis profesinis mokymas
Macedonian	
Maltese	taħriġ vokazzjonali fil-bidu
Norwegian	førstegangs yrkesopplæring
Polish	przysposobienie do pracy
Portuguese	formação profissional inicial
Romanian	formare inițială vocațională
Slovakian	počiatočné odborné príprava
Slovenian	začetno poklicno usposabljanje
Spanish	formación inicial vocacional
Swedish	förberedande yrkesutbildning
Turkish	ön mesleki eğitim

English	<b>Key competences</b>
<i>definition</i>	<p>1) <i>Communication in the mother tongue</i>  2) <i>Communication in foreign languages</i>  3) <i>Mathematical competence and basic competences in science and technology</i>  4) <i>Digital competence</i>  5) <i>Learning to learn</i>  6) <i>Social and civic competences</i>  7) <i>Sense of initiative and entrepreneurship</i>  8) <i>Cultural awareness and expression</i></p>
<i>source</i>	<i>EC 2007</i>
French	compétences clés / compétences de base
German	Kernkompetenzen / Schlüsselkompetenzen
Bulgarian	
Croatian	klju•ne kompetencije / klju•ne vještine
Czech	klí•ové dovednosti/ klí•ové kompetence
Danish	nøgle færdigheder / nøgle kompetencer
Dutch	sleutelvaardigheden
Estonian	võtmevõimelused/valmisoleku
Finnish	ydinpätevyys / ydinvalmiudet / avainkompetenssit
Greek	
Hungarian	kulcskompetenciák
Icelandic	lykilhæfni / lykil- / kjarnafærni
Irish	croí-inniúlachtaí
Italian	competenze chiave
Latvian	vadoš•s kompetences
Lithuanian	esmin•s kompetencijos
Macedonian	
Maltese	il-kompetenzi muftie• / •iliet ewlenin / kompetenzi ewlenin
Norwegian	nøkkelpetanser
Polish	kompetencje kluczowe
Portuguese	competências-chave
Romanian	competen•e cheie
Slovakian	k•ú•ové spôsobilosti / k•ú•ové schopnosti
Slovenian	klju•ne kompetence
Spanish	competencias básicas
Swedish	nyckelkompetenser / kärnkompetenser / -färdigheter
Turkish	anahtar yeterlilikler / anahtar / ana beceriler / temel beceriler ve yetkinlikler

**Learner contract:** see Individual learning plan

English	<b>Learning difficulties/disabilities</b>
<i>definition</i>	<i>Cognitive and/or physical impairments which are barriers to adults' learning</i>
<i>source</i>	<i>Project team</i>
French	difficultés/handicaps pour le suivi d'une formation / difficultés d'apprentissage
German	Lernschwierigkeiten, Lernschwächen
Bulgarian	
Croatian	poteško•e u u•enju
Czech	t•lesná/duševní p•ekážka/nezp•obilost k u•ení v dosp•losti
Danish	indlæringsvanskelig-heder
Dutch	leerproblemen / leerstoornissen
Estonian	õpiraskused
Finnish	oppimisvaikeudet
Greek	•••••
Hungarian	tanulási nehézségek, képességzavarok
Icelandic	námsörðugleikar
Irish	deacrachtaí foghlama / Míchumais fhoghlama
Italian	difficoltà/incapacità dell'apprendimento
Latvian	m•c•šan•s gr•t•bas/nesp•ja
Lithuanian	mokymosi sunkumai / negal•s
Macedonian	
Maltese	diffikultajiet fit-tag•lim / di•abilità fit-tag•lim
Norwegian	lærevansker/-hemninger
Polish	kszta•cene niepe•nosprawnych
Portuguese	dificuldades de aprendizagem/incapacidades
Romanian	dificult••i / dizabilit••i de înv••are
Slovakian	nespôsobilos• k u•eniu
Slovenian	u•ne težave / primanjkljaji pri u•enju
Spanish	dificultades de aprendizaje
Swedish	inlärningssvårigheter
Turkish	ö•renme güçlükleri

**Learning module** (Module de formation): to be added in second edition

**Learning offer** (Offre de formation): to be added in second edition

English	<b>Liberal adult education</b>
<i>definition</i>	<i>Liberal non-formal and voluntary educational system for all ages, more common in Nordic countries and comprising folk high schools and study associations</i>
<i>source</i>	<i>Project team</i>
French	éducation populaire
German	liberale Erwachsenenbildung
Bulgarian	
Croatian	liberalno obrazovanje odraslih
Czech	speciální• zam••ené lidové školy
Danish	højskole
Dutch	liberale volwasseneneducatie
Estonian	täiskasvanute vabaharidus
Finnish	kansansivistys
Greek	
Hungarian	szabad feln•ttoktatás
Icelandic	lyðskólamenntun
Irish	oideachas aosach liobrálach
Italian	formazione libera dell'adulto
Latvian	liber•l• pieaugušo izgl•t•ba
Lithuanian	liberalusis suaugusi•j• švietimas
Macedonian	
Maltese	edukazzjoni liberali g•all-adulti
Norwegian	folkehøyskoleutdanning
Polish	kursy wiedzy powszechnej, uniwersytety ludowe
Portuguese	educação liberal de adultos/ educação popular dos adultos
Romanian	•coli populare de arte •i meserii
Slovakian	liberalno vzdelávanie dospelých
Slovenian	liberalno izobraževanje odraslih / prosvetljevanje
Spanish	libre educación de adultos
Swedish	folkbildning
Turkish	

English	<b>Lifelong learning</b>
<i>definition</i>	<i>All learning activity undertaken throughout life which results in improving knowledge, know-how, skills, competences and/or qualifications for personal, social and/or professional reasons</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	éducation et formation / apprentissage tout au long de la vie
German	lebenslanges Lernen
Bulgarian	
Croatian	cjeloživotno učenje
Czech	celoživotní učení
Danish	livslang læring
Dutch	levenslang leren
Estonian	elukestev õpe
Finnish	elinikäinen oppiminen
Greek	
Hungarian	élethosszig tartó tanulás
Icelandic	símenntum / ævinám
Irish	foghlaim ar feadh an tsaoil
Italian	apprendimento permanente / istruzione e formazione (lungo tutto l'arco della vita)
Latvian	mūžizglābība
Lithuanian	mokymasis visą gyvenimą
Macedonian	
Maltese	it-tagħlim tul il-ajja
Norwegian	livslang læring
Polish	kształcenie przez całe życie
Portuguese	aprendizagem ao longo da vida / educação e formação ao longo da vida
Romanian	învățare pe parcursul întregii vieți
Slovakian	celoživotné učenie
Slovenian	vseživljenjsko učenje
Spanish	aprendizaje a lo largo de la vida
Swedish	livslångt lärande
Turkish	yaşam boyu öğrenme / hayat boyu öğrenme

English	<b>Lifewide learning</b>
<i>definition</i>	<i>Learning, either formal, non-formal or informal, which takes place across the full range of life activities (personal, social or professional) and at any stage</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	éducation et formation embrassant tous les aspects de la vie
German	lebensumspannendes Lernen
Bulgarian	
Croatian	sveobuhvatno učenje
Czech	vzdělávání ze života/ škola života
Danish	livslang læring
Dutch	levensbreed leren
Estonian	eluõpe (õppe kõik viisid, aspektid ja tasemed), eluülene õpe
Finnish	koko elämänkaaren kattava oppiminen /elämänlaajuinen oppiminen
Greek	•••••
Hungarian	teljes életspektrumú tanulás
Icelandic	lífsreynsla
Irish	foghlaim leitheadach saoil
Italian	apprendimento che abbraccia tutti gli aspetti della vita
Latvian	dzīves izglītība
Lithuanian	visaapimantis mokymasis
Macedonian	
Maltese	it-tagħlim minn ti-rib il-ajja / tagħlim mifruq f'kull qasam tal-ajja
Norwegian	livsvid læring
Polish	kształcenie ustawiczne
Portuguese	educação e formação em todos os contextos da vida / formação permanente
Romanian	învățare în toate contextele de viață
Slovakian	učenie v celej šírke života
Slovenian	učenje v vsej širini življenja
Spanish	aprendizaje a lo ancho de la vida / aprendizaje en todos los contextos de la vida / aprendizaje a lo largo de la vida y en todos los contextos
Swedish	livsvitt lärande
Turkish	yaşam çapında öğrenme / hayat boyu öğrenme

English	<b>Literacy</b>
<i>definition</i>	<i>The ability to read and write (Note: This is the basic meaning; the definition excludes the wider uses in English which can include oracy (speaking and listening skills) and numeracy; it also excludes the modern use of 'literacy' in English to mean 'capability', as in 'financial literacy', 'emotional literacy', etc.)</i>
<i>source</i>	<i>Project team</i>
French	maîtrise de l'écrit OK
German	Literalität
Bulgarian	
Croatian	pismenost
Czech	gramotnost
Danish	læsning og skrivning
Dutch	geletterdheid
Estonian	kirjaoskus
Finnish	luku- ja kirjoitustaito
Greek	
Hungarian	írásbeli képesség
Icelandic	læsi
Irish	litearthacht
Italian	alfabetizzazione
Latvian	rakstpratība, lasītprasme
Lithuanian	bazinis kalbinis raštingumas
Macedonian	
Maltese	litteri•mu
Norwegian	lese- og skriveferdigheter
Polish	alfabetyzm
Portuguese	literacia /alfabetismo / alfabetisação
Romanian	litera•ie / competen•e de citit-scris
Slovakian	gramotnos•
Slovenian	pismenost
Spanish	literacy
Swedish	läs- och skrivfärdigheter / läs- och skrivförmåga
Turkish	okuryazarlık

English	<b>Low qualified</b>
<i>definition</i>	<i>Having qualifications at level 1 of the European qualifications framework (EQF) for lifelong learning, that is: basic general knowledge, basic skills required to carry out simple tasks, and competence to work or study under direct supervision in a structured context</i>
<i>Source</i>	<i>EU, Education and Culture</i>
French	faiblement qualifié
German	wenig qualifiziert
Bulgarian	
Croatian	osnovne kvalifikacije
Czech	mén• kvalifikovaný
Danish	ufaglært
Dutch	laag opgeleiden, laag gekwalificeerden
Estonian	madala kvalifikatsiooniga
Finnish	alkeisvalmiustaso
Greek	•
Hungarian	alacsony képzettség
Icelandic	
Irish	ísealcháilithe
Italian	bassa qualificazione
Latvian	zemas kvalifikācijas
Lithuanian	žemos kvalifikacijos
Macedonian	
Maltese	kwalifika ba•ika
Norwegian	svakt kvalifisert, med svake grunnleggende ferdigheter
Polish	niewykwalifikowany
Portuguese	baixa qualificação / pouco qualificados / os menos qualificados
Romanian	nivel 1 de calificare / muncitor
Slovakian	menej kvalifikovaný
Slovenian	nekvalificirani / nizko kvalificirani
Spanish	baja cualificación
Swedish	obehörig / lågkvalificerad
Turkish	dü•ük nitelikli



English	<b>Low skilled</b>
<i>definition</i>	<i>Having qualifications, especially in literacy and numeracy, below ISCED level 3</i>
<i>Source</i>	<i>based on Steedman and McIntosh 2001</i>
French	peu qualifié
German	geringe Fertigkeiten
Bulgarian	
Croatian	osnovne vještine
Czech	mén• schopný v jazykové a matematické gramotnosti
Danish	ufaglært
Dutch	laaggeschoolden
Estonian	väheste oskustega
Finnish	alkeistaidot
Greek	ο ••
Hungarian	alacsony szint• képességek birtoklása
Icelandic	
Irish	ísealoilte
Italian	bassa abilità/livello di conoscenze
Latvian	zems prasmju l•menis
Lithuanian	turintis mažai •g•dži•
Macedonian	
Maltese	•iliet f'livell baxx
Norwegian	med svake ferdigheter
Polish	niskie kwalifikacje
Portuguese	com baixas competências
Romanian	competen•e de nivel înv•••mânt secundar inferior
Slovakian	menej schopný v jazykovej a matematickej gramotnosti
Slovenian	pomanjkljivo usposobljeni
Spanish	bajas/pocas herramientas
Swedish	lågutbildad(e) / person(er) med bristande basfärdigheter
Turkish	dü•ük vas•fl•

English	<b>Mentoring</b>
<i>definition</i>	<i>Guidance and support provided in a variety of ways to a young person or novice (i.e. someone joining a new learning community or organisation) by an experienced person (mentor) who acts as a role model, guide, tutor, coach or confidant</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	tutorat
German	Mentoring
Bulgarian	
Croatian	mentorstvo
Czech	vedení u•itelem / instruktorem / trenérem
Danish	mentor ordning
Dutch	mentorschap
Estonian	mentorlus
Finnish	ohjaus / mentorointi
Greek	
Hungarian	mentorálás
Icelandic	stuðningur
Irish	meantóireacht
Italian	tutoraggio
Latvian	mentorings
Lithuanian	mentoryst•
Macedonian	
Maltese	gwida u appo•• (mentoring)
Norwegian	veiledning
Polish	poradnictwo, orientacja zawodowa
Portuguese	mentorado / tutorato / acompanhamento / monitorização
Romanian	mentorat
Slovakian	vzdelávanie pod vedením u•ite•a, inštruktora, trénera
Slovenian	mentorstvo
Spanish	orientación
Swedish	handledning / mentorskap
Turkish	koçluk

English	<b>Mother tongue</b>
<i>definition</i>	<i>The first language(s) spoken in early childhood. More than one language can be mother tongues for one person (‘First language’ and ‘L1’ are synonyms for this in English.)</i>
<i>source</i>	<i>Adult Education Survey</i>
French	langue maternelle
German	Muttersprache
Bulgarian	
Croatian	materinji jezik
Czech	mateřský jazyk
Danish	modersmål
Dutch	moedertaal
Estonian	emakeel
Finnish	äidinkieli
Greek	
Hungarian	anyanyelv
Icelandic	móðurmál
Irish	máthairtheanga
Italian	lingua madre
Latvian	dzimt• valoda
Lithuanian	gimtoji kalba
Macedonian	
Maltese	I-ilsien nattiv / I-ilsien matern / I-ilsien omm
Norwegian	morsmål
Polish	j•zyk ojczysty
Portuguese	língua maternal
Romanian	limb• matern•
Slovakian	materinský jazyk
Slovenian	materni jezik
Spanish	lengua maternal
Swedish	modersmål / förstaprák
Turkish	anadil

English	<b>New basic skills</b>
<i>definition</i>	<i>Skills such as ICT, foreign languages, social, organisational and communication skills, technological culture, entrepreneurship</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	nouvelles compétences de base
German	neue Grundfertigkeiten
Bulgarian	
Croatian	nove temeljne vještine
Czech	dovednosti ve využívání moderních technologií
Danish	nye basale færdigheder
Dutch	nieuwe basisvaardigheden
Estonian	uued põhioskused
Finnish	uudet perusvalmiudet
Greek	•••••
Hungarian	új alapképességek
Icelandic	ný grundvallarfærni
Irish	bunscileanna nua
Italian	nuove competenze di base
Latvian	jaun•s pamata prasmes
Lithuanian	naujieji pagrindiniai •g•džiai
Macedonian	
Maltese	il-•iliet ba•i•i l-•odda
Norwegian	nye grunnleggende ferdigheter
Polish	nowe umiej•tno•ci podstawowe
Portuguese	novas competências básicas
Romanian	noi competen•e de baz•
Slovakian	nové základne schopnosti
Slovenian	nove temeljne spretnosti
Spanish	nuevas herramientas básicas
Swedish	nya basfärdigheter
Turkish	yeni temel beceriler

English	<b>Non-accredited learning</b>
<i>definition</i>	<i>Learning which does not lead to a recognised qualification</i>
<i>source</i>	<i>Project team</i>
French	formation non qualifiante
German	nicht-akkreditiertes Lernen
Bulgarian	
Croatian	neakreditirano u•enje
Czech	neakreditované vzd•lávání
Danish	ikke akkrediteret læring
Dutch	niet-geaccrediteerd onderwijs
Estonian	tunnustamata õpe
Finnish	virallisesti vahvistamaton oppiminen
Greek	••-
Hungarian	nem akkreditált tanulmányok
Icelandic	óviðurkennt nám
Irish	foghlaim neamhchreidiúnaithe
Italian	apprendimento informale
Latvian	neakredit•ta izgl•t•ba
Lithuanian	mokymasis pagal neakredituot• ugdymo program•
Macedonian	••-
Maltese	tag•lim mhux rikonoxxut g•al fini ta' kwalifika
Norwegian	ikke formelt kvalifiserende læring
Polish	nauczanie nieakredytowane, kształcenie bez walidacji efektów kształcenia
Portuguese	aprendizagem não certificada
Romanian	înv•are f•r• certificare
Slovakian	neakreditované vzdelávanie
Slovenian	u•enje, ki ne vodi k javno priznani kvalifikaciji
Spanish	aprendizaje no acreditado
Swedish	icke-auktoriserad utbildning / ej behörighetsgivande utbildning
Turkish	akredite olmam•• ö•renme

English	<b>Non-formal learning</b>
<i>definition</i>	<i>Learning which is embedded in planned activities not explicitly designated as learning (in terms of learning objectives, learning time or learning support). Non-formal learning is intentional from the learner's point of view</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	apprentissage non formel / formation non formelle
German	nicht formales Lernen
Bulgarian	
Croatian	neformalno učenje
Czech	neformální učení
Danish	ufornel læring
Dutch	niet-formeel leren
Estonian	mitteformaalne õpe
Finnish	epävirallinen oppiminen
Greek	
Hungarian	nem formális tanulás
Icelandic	óformlegt nám
Irish	foghlaim neamhfhoirmiúil
Italian	apprendimento non formale
Latvian	neformāla izglītība
Lithuanian	neformalusis mokymasis
Macedonian	
Maltese	it-tagħlim mhux formali
Norwegian	ikke-formell læring
Polish	kształcenie nieformalne
Portuguese	aprendizagem não-formal
Romanian	educație non-formală
Slovakian	neformálne učenie
Slovenian	neformalno učenje
Spanish	aprendizaje no formal
Swedish	icke-formellt lärande
Turkish	yaygın öğrenme

English	<b>Numeracy</b>
<i>definition</i>	<i>The ability to use numbers and other mathematical concepts</i>
<i>source</i>	<i>Project team</i>
French	numératie / maîtrise du calcul mathématique / compétences mathématiques
German	Rechnenfähigkeit / mathematische Fähigkeit
Bulgarian	
Croatian	matemati•ka pismenost
Czech	matematičká gramotnost
Danish	regnefærdighed / talfærdighed
Dutch	gecijferdheid
Estonian	arvutamisoskus
Finnish	laskutaito
Greek	
Hungarian	számolási képesség
Icelandic	færni í stærðfræði
Irish	uimhearhacht
Italian	abilità di gestire numeri
Latvian	matem•tisk•s prasmes
Lithuanian	geb•jimas skai•iuoti
Macedonian	
Maltese	numeri•mu
Norwegian	regneferdigheter, hverdagsmatematikk
Polish	umiej•tno•ci matematyczne
Portuguese	numeracia / competências matemáticas / competências numéricas
Romanian	numera•ie / competen•e matematice
Slovakian	matematičká gramotnos•
Slovenian	numeri•nost
Spanish	competencia matemática
Swedish	matematikfärdigheter
Turkish	say• becerileri

**Obstacles to participation:** see Barriers to learning

English	<b>Off-the-job training</b>
<i>definition</i>	<i>Vocational training undertaken away from the normal work situation. It is usually only part of a whole training programme, in which it is combined with on-the-job training</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	formation (hors des murs) en dehors du poste de travail
German	Ausbildung außerhalb des Arbeitsplatzes
Bulgarian	
Croatian	izobrazba izvan radnog mjesta
Czech	vzdělávání p•i zam•stnání
Danish	
Dutch	leren buiten het werk
Estonian	töökohaväline koolitus
Finnish	työpaikan ulkopuolella tapahtuva harjoittelu
Greek	
Hungarian	“munkán kívül” tréning
Icelandic	þjálfun utan starfs
Irish	oilúint lasmuigh den phost
Italian	formazione all'esterno dell'azienda / addestramento fuori sede
Latvian	arodizgl•t•ba •rpus darba vietas
Lithuanian	mokymasis ne darbo vietoje
Macedonian	
Maltese	it-tag•lim li hinn mill-post tax-xog•ol
Norwegian	opplæring utenfor arbeidsplassen
Polish	kszta•cenie zawodowe bez praktyk zawodowych
Portuguese	formação fora do local de trabalho
Romanian	formare în afara locului de munc•
Slovakian	pracovná príprava mimo pracoviska
Slovenian	usposabljanje zunaj delovne organizacije
Spanish	formación fuera del trabajo / aprendizaje extralaboral - extraescolar
Swedish	utbildning utanför arbetsplatsen
Turkish	i• d••nda e•itim / teorik e•itim



English	<b>On-the-job training</b>
<i>definition</i>	<i>Vocational training given in the normal work situation. It may constitute the whole training or be combined with off-the-job training</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	formation sur le poste de travail
German	Ausbildung am Arbeitsplatz
Bulgarian	
Croatian	izobrazba na radnom mjestu
Czech	podnikové vzd•lávání/vzd•lávání v organizacích
Danish	uddannelse på arbejdspladsen
Dutch	werkpleklerin
Estonian	töökohapõhine koolitus
Finnish	työssäoppiminen
Greek	
Hungarian	“munkában” tréning
Icelandic	starfsþjálfun
Irish	oiliúint ar an láthair
Italian	formazione sul lavoro / formazione sul posto di lavoro / formazione on the job
Latvian	arodizgl•t•ba darba viet•
Lithuanian	mokymasis darbo vietoje
Macedonian	
Maltese	it-tag•lim fuq il-post tax-xog•ol
Norwegian	oppl•ring p• arbeidsplassen
Polish	przyuczenie do zawodu
Portuguese	formaç•o no local de trabalho / formaç•o no posto de trabalho
Romanian	formare la locul de munc•
Slovakian	pracovná príprava na pracovisku
Slovenian	usposabljanje na delu
Spanish	formaci•n en el puesto de trabajo
Swedish	arbetsplatsf•rlagd utbildning / utbildning i arbetet / utbildning p• arbetsplatsen
Turkish	i• ba••nda e•itim

English	<b>Outreach</b>
<i>definition</i>	<i>A range of activities outside formal educational institutions designed to identify and attract non-learners, in order to encourage them to enrol in education and training programmes. (Note: see also 'Hard to engage')</i>
<i>source</i>	<i>Project team</i>
French	activités de modification du rapport aux apprentissages
German	Bürgerkontakt / Arbeit in der Gemeinde
Bulgarian	
Croatian	prepoznavanje i privlačenje potencijalnih učenika
Czech	snaha motivovat dosud nezapojené ve formálním vzdělávání
Danish	opsøgende program
Dutch	niet-residentieel
Estonian	teavitused
Finnish	oppimishoukutteet
Greek	
Hungarian	elérés (kinyújtott kéz)
Icelandic	
Irish	for-rochtain
Italian	programmi per attrarre individui con basso livello educativo
Latvian	piesaistes aktivitātes
Lithuanian	darbas su nuo mokymosi nutolusiais asmenimis juos skatinant mokytis
Macedonian	•••••
Maltese	outreach / attivitajiet edukattivi mhux formali
Norwegian	spredning
Polish	polityka zachęta do dokształcania
Portuguese	iniciativas
Romanian	outreach
Slovakian	snaha o motiváciu dosiaľ nezapojených jedincov do formálneho vzdelávania
Slovenian	pridobivanje udeležencev
Spanish	programa de captación
Swedish	rekrytering
Turkish	erişim ve katılım sağlama

English	<b>Participation rate</b>
<i>definition</i>	<i>Adult participation in lifelong learning, i.e. the percentage of the population aged 25-64 participating in education and training during the 4 weeks prior to the survey (Note: This is a pragmatic definition for EU purposes, in relation to the EC benchmark as calculated by the Labour Force Survey; a full dictionary definition would be much wider, and definitions used in other surveys will differ)</i>
<i>source</i>	<i>Eurostat/Labour Force Survey</i>
French	taux de participation
German	Beteiligungsrage
Bulgarian	
Croatian	udio odraslih osoba u cjeloživotnom u•enju
Czech	procentuální pom•r dosp•lých na celoživotním vzd•lávání
Danish	deltagelsesrate
Dutch	participatiegraad
Estonian	osaluse määr
Finnish	osallistumisprosentti
Greek	
Hungarian	részvételi arány
Icelandic	
Irish	ráta rannpháirtíochta
Italian	partecipazione attiva
Latvian	pedal•šan•s pak•pe
Lithuanian	dalyvavimo lygis
Macedonian	
Maltese	ir-rata ta' parte•ipazzjoni
Norwegian	deltakerfrekvens
Polish	udzia• w kształceniu ustawicznym
Portuguese	grau de participação / taxa de participação dos adultos na formação ao longo da vida
Romanian	rata particip•rii
Slovakian	percentuálny pomer dospelých na celoživotnom vzdelávaní
Slovenian	stopnja udeležbe
Spanish	rango de participación
Swedish	deltagarfrekvens
Turkish	kat•l•m oran•

English	<b>Persistence</b>
<i>definition</i>	<i>Continuing in learning activities in spite of difficulties (Note: See also 'Self-directed learning')</i>
<i>source</i>	<i>Project team</i>
French	persévérance, ténacité
German	Ausdauer
Bulgarian	
Croatian	ustrajnost
Czech	vytrvalost
Danish	vedholdenhed
Dutch	persistentie, volharding, verderzetting
Estonian	püsivus / järjekindlus
Finnish	kestävyys / sinnikkyys
Greek	
Hungarian	kitartás
Icelandic	
Irish	dianseasmhacht
Italian	persistenza (educativa)
Latvian	neatlaidība
Lithuanian	atkaklumas
Macedonian	
Maltese	persistenza
Norwegian	fullføring
Polish	zaangażowanie w samokształcenie, motywacja do kształcenia ustawicznego
Portuguese	persistência
Romanian	perseverență în învățare
Slovakian	vytrvalosť
Slovenian	vztrajnost
Spanish	persistencia
Swedish	uthållighet, framhårdande, envishet
Turkish	

English	<b>Post-compulsory education</b>
<i>definition</i>	<i>Education followed by an individual after compulsory education which sets minimum legal standards and duration of obligatory schooling</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	éducation postobligatoire / enseignement postobligatoire / scolarité postobligatoire
German	nachschulpflichtige Bildung
Bulgarian	
Croatian	neobavezno obrazovanje
Czech	dopl•kové vzd•lávání dosp•lých
Danish	videreuddannelse
Dutch	post-leerplicht
Estonian	kohustusliku hariduse järgne haridus
Finnish	oppivelvollisuuden jälkeinen koulutus
Greek	
Hungarian	tanulmányok a kötelez• oktatás után
Icelandic	nám eftir skyldunám
Irish	oideachas iar-éigeantach
Italian	istruzione post-obbligatoria / istruzione post scuola dell'obbligo
Latvian	p•c-oblig•t• izgl•t•ba
Lithuanian	tolesnis mokymasis, baigus privalomojo pagrindinio ugdymo program•
Macedonian	
Maltese	edukazzjoni wara l-edukazzjoni obbligatorja
Norwegian	utdanning etter obligatorisk skolegang
Polish	kszta•cenie poza obowi•zkiem szkolnym
Portuguese	educação pós-obrigatória / escolaridade pós-obrigatória
Romanian	educa•ie post-obligatorie
Slovakian	vzdelávanie po ukon•ení povinnej školskej dochádzky
Slovenian	izobraževanje po obveznem šolanju
Spanish	educación postobligatoria
Swedish	utbildning efter den obligatoriska skolgången / gymnasial utbildning
Turkish	zorunlu e•itimden sonraki e•itim

English	<b>Priority groups</b>
<i>definition</i>	<i>Low-skilled workers; those entering adulthood without qualifications; marginalised groups; migrants; older workers</i>
<i>source</i>	<i>Action Plan 2007</i>
French	public prioritaire
German	Prioritätsgruppen
Bulgarian	•••••
Croatian	prioritetne skupine
Czech	znevýhodnění dospělí bez odborné kvalifikace (prioritní skupiny)
Danish	udsatte grupper
Dutch	prioritaire groepen
Estonian	prioriteetsed grupid
Finnish	ensisijaiset ryhmät
Greek	
Hungarian	megkülönböztetett figyelmet érdemi csoportok
Icelandic	
Irish	grúpaí tosaíochta
Italian	gruppi prioritari
Latvian	prioritētes grupas
Lithuanian	prioritetinės grupės
Macedonian	
Maltese	gruppi li għandhom jingħataw priorità / jieđu pre-edenza
Norwegian	prioriterte grupper
Polish	grupy priorytetowe w polityce kształcenia ustawicznego
Portuguese	grupos prioritários
Romanian	grupuri cu prioritate
Slovakian	prioritné skupiny / znevýhodnení dospelí bez odbornej kvalifikácie
Slovenian	prednostne skupine
Spanish	grupos prioritarios
Swedish	prioriterade grupper
Turkish	öncelik grupları

English	<b>Progress</b>
<i>definition</i>	<i>Improvement in attainment or self-confidence</i>
<i>source</i>	<i>Project team</i>
French	progrès
German	Fortschritt
Bulgarian	
Croatian	napredak
Czech	další rozvoj osobnosti
Danish	fremskridt
Dutch	proces
Estonian	progress
Finnish	edistyminen
Greek	••••••••
Hungarian	folymat
Icelandic	framfarir
Irish	dul chun cinn
Italian	progresso (educativo)
Latvian	pan•kumi
Lithuanian	pažanga
Macedonian	
Maltese	progress
Norwegian	framgang
Polish	post•py
Portuguese	progresso
Romanian	progres
Slovakian	•alší rozvoj osobnosti
Slovenian	napredek
Spanish	progreso
Swedish	framsteg / (studie)framgångar
Turkish	geli•im

English	<b>Progression</b>
<i>definition</i>	<i>What adult learners do next in terms of study, employment, earnings, or civic activity</i>
<i>source</i>	<i>Project team</i>
French	progression
German	Progression
Bulgarian	
Croatian	napredovanje
Czech	získávání dalších kompetencí
Danish	progression / udvikling
Dutch	progressie, voortgang
Estonian	progression, edasiminek
Finnish	eteneminen
Greek	••••••••
Hungarian	fejl•dés
Icelandic	
Irish	gluaiseacht
Italian	sviluppo formative/professionale/civico
Latvian	att•st•ba, virz•ba uz priekšu
Lithuanian	seka
Macedonian	
Maltese	progressjoni / l-avanz minn livell g•al ie•or
Norwegian	progressjon
Polish	progresja
Portuguese	progressão
Romanian	progresie
Slovakian	získavanie •alších kompetencií
Slovenian	napredovanje
Spanish	progresión
Swedish	progression / framåtskridande
Turkish	ilerleme



**Qualification:** to be added in second edition

English	<b>Qualification framework</b>
<i>definition</i>	<i>An instrument for the development and classification of qualifications (e.g. at national or sectoral level) according to a set of criteria (e.g. using descriptors) applicable to specified levels of learning outcomes</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	cadre de certification
German	Qualifikationsrahmen
Bulgarian	••••••••
Croatian	kvalifikacijski okvir
Czech	kritéria pro uznávání kvalifikace (kvalifikační rámec)
Danish	referenceramme for kvalifikationer
Dutch	kwalificatiekader
Estonian	kvalifikatsiooniraamistik
Finnish	aatukriteeristö
Greek	
Hungarian	képzési keretegyezmény
Icelandic	réttindarammi
Irish	creat cáilíochta
Italian	quadro comune di riferimento delle qualificazioni (educative)
Latvian	kvalifikāciju ietvarstruktūra
Lithuanian	kvalifikacijų sandara
Macedonian	
Maltese	qafas tal-kwalifiki
Norwegian	kvalifikasjonsrammeverk
Polish	ramy kwalifikacyjne
Portuguese	referencial
Romanian	cadrul calificărilor
Slovakian	kvalifikačná sieť
Slovenian	kvalifikacijski okvir
Spanish	marco de cualificaciones
Swedish	behörighetskriterier / behörighetskrav
Turkish	kalite çerçevesi

**Random learning:** see Informal learning

**Recognition of experiential learning:** see Validation of learning outcomes

English	<b>Retention</b>
<i>definition</i>	<i>Keeping adults on educational courses</i>
<i>source</i>	<i>Project team</i>
French	maintien en formation
German	Retention
Bulgarian	
Croatian	zadržavanje odraslih u obrazovnom sustavu
Czech	retence
Danish	tilbageholdelse
Dutch	behoud
Estonian	kursustel haaramine /Õppes hoidmine
Finnish	pysyttäminen
Greek	
Hungarian	megtartás
Icelandic	
Irish	coinneáil
Italian	mantenimento dei percorsi formativi
Latvian	saglabāšana
Lithuanian	mokymosi visų gyvenimui tęsimas
Macedonian	
Maltese	iż-żamma tal-adulti f'kursijiet edukattivi
Norwegian	fullføring
Polish	kontynuowanie kształcenia ustawicznego
Portuguese	retenção
Romanian	retenție / Menținere
Slovakian	retencia
Slovenian	zadržanje pri programu
Spanish	retención
Swedish	bibehållande av studieengagemang
Turkish	kalma/elde tutma

English	<b>Returns to learning</b>
<i>definition</i>	<i>Benefits which learners gain from learning (Covers both economic returns and social returns)</i>
<i>source</i>	<i>Project team</i>
French	bénéfices tirés de la formation / apports de la formation
German	Bildungsvorteile
Bulgarian	
Croatian	korist od u•enja
Czech	zhodnocení studia
Danish	læringsafkast
Dutch	leerrendement
Estonian	kasu õppimisest
Finnish	oppimisesta koituva hyöty
Greek	
Hungarian	visszatérés tanuláshoz
Icelandic	
Irish	fillteacha ar an bhfoghlaim
Italian	vantaggi dell'apprendimento
Latvian	m•c•šan•s labumi
Lithuanian	mokymosi atsiperkamumas
Macedonian	
Maltese	benefi•ji mit-tag•lim / is-siwi tat-tag•lim
Norwegian	fordeler ved læring
Polish	zwroty spo•eczne i ekonomiczne z inwestycji w kszt•cenie
Portuguese	ganhos
Romanian	beneficii din înv••are
Slovakian	zhodnotenie štúdia
Slovenian	koristi od u•enja
Spanish	retorno a los aprendizajes
Swedish	utbyte av lärande
Turkish	ö•renme ç•kt•lar• / ö•renme getirileri

English	<b>Second chance education</b>
<i>definition</i>	<i>Re-entry to learning, as distinct from higher education and from learning continuing from initial education and training (See also 'Early school leavers')</i>
<i>source</i>	<i>Project team</i>
French	dispositifs 'deuxième chance' / éducation de la seconde chance
German	Bildungswiederaufnahme / Wiederaufnahme der/von Bildung
Bulgarian	
Croatian	povratak u obrazovni sustav
Czech	kombinované formy studia
Danish	en ny chance for uddannelse
Dutch	tweedekans onderwijs
Estonian	teise võimaluse haridus / hariduse omandamise juurde tagasipöördumine
Finnish	uusi opintomahdollisuus
Greek	
Hungarian	'második esély' oktatás
Icelandic	
Irish	oideachas athdheise
Italian	rientro nel sistema formativo
Latvian	otr•s iesp•jas izgl•t•ba
Lithuanian	„antra galimyb•“ mokytis
Macedonian	
Maltese	edukazzjoni g•al dawk li ma rnexxewx l-ewwel darba / opportunità o•ra ta' tag•lim
Norwegian	ny sjanse for voksne
Polish	edukacja drugiej szansy
Portuguese	novas oportunidades
Romanian	educa•ie de tip „a doua •ans•“
Slovakian	kombinované formy štúdia
Slovenian	druga priložnost za izobraževanje
Spanish	segunda oportunidad en la educación
Swedish	en andra chans till utbildning / återkommande utbildning
Turkish	

English	<b>Self-directed learning (self-study)</b>
<i>definition</i>	<i>Learning by oneself without the aid of an instructor (Note: See also 'Persistence', of which self-directed learning may be one aspect)</i>
<i>source</i>	<i>Cedefop 2008b</i>
French	autoapprentissage / auto-formation
German	selbstreguliertes / selbstgesteuertes Lernen
Bulgarian	
Croatian	samousmjereno u•enje / Samostalno u•enje
Czech	samostudium
Danish	selvstudium
Dutch	zelfstudie
Estonian	ennastjuhtiv õpe
Finnish	itseohjautuva oppiminen
Greek	
Hungarian	önszabályzó tanulás
Icelandic	sjálfsnám
Irish	oideachas féintheoraithe (féinfhoghlaim)
Italian	autoapprendimento
Latvian	pašvirz•ta m•c•šan•s (pašm•c•ba)
Lithuanian	savišvieta (savarankiškos studijos)
Macedonian	
Maltese	tag•lim ta' wa•dek / it-tag•lim awtonomu
Norwegian	selvstudium
Polish	samokszt•cenie
Portuguese	autodidactismo / auto-aprendizagem
Romanian	înv••are autodirijat•
Slovakian	samoštúdium
Slovenian	ssamostojno u•enje / študij
Spanish	auto-aprendizaje, aprendizaje auto-guiado
Swedish	självstudier
Turkish	kendi kendine ö•renme

**Skills certification:** see Validation of learning outcomes

English	<b>Social partners</b>
<i>definition</i>	<i>At national level, employers' and workers' organisations in conformity with national laws and/or practices and, at Community level, employers' and workers' organisations taking part in the social dialogue at Community level</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	partenaires sociaux
German	Sozialpartner
Bulgarian	
Croatian	socijalni partneri
Czech	sociální partneři
Danish	arbejdsmarkedets parter
Dutch	sociale partners
Estonian	sotsiaalsed partnerid
Finnish	yhteistyötahot
Greek	
Hungarian	társadalmi partnerek
Icelandic	aðilar vinnumarkaðarins
Irish	comhpháirtithe sóisialta
Italian	partner sociali
Latvian	sociālie partneri
Lithuanian	socialiniai partneriai
Macedonian	••
Maltese	imsieba soċjali
Norwegian	partene i arbeidslivet
Polish	partnerzy społeczni
Portuguese	parceiros sociais
Romanian	parteneri sociali
Slovakian	sociálny partneri
Slovenian	socialni partnerji
Spanish	interlocutores sociales
Swedish	arbetsmarknadsparter
Turkish	sosyal paydaş

**Tertiary education:** see Higher education

English	<b>Tertiary-level attainment</b>
<i>definition</i>	<i>The percentage of those aged 30-34 who have successfully completed tertiary-level education (ISCED levels 5 and 6) (Note: This is a pragmatic definition for EU purposes; a full dictionary definition would not specify this age-range)</i>
<i>source</i>	<i>Eurostat, UOE</i>
French	pourcentage de diplômés de l'enseignement supérieur
German	Anteil derer mit tertiärer Bildung
Bulgarian	
Croatian	tercijarno obrazovanje / osobe sa završenim tercijarnim obrazovanjem
Czech	procento populace s vysokoškolským vzd•láním
Danish	lang videregående uddnelse
Dutch	tertiar niveau bereiken
Estonian	osalus kolmanda taseme õppes
Finnish	kolmannen tason saavuttamisen osuus
Greek	
Hungarian	harmadik szint• tudás
Icelandic	
Irish	gnóthachtáil tríú leibhéal
Italian	raggiungimento di un livello educativo superiore
Latvian	augst•k•s izgl•t•bas l•me•a sasniegšana
Lithuanian	aukštojo išsilavinimo •gijimas
Macedonian	
Maltese	kisbiet f'livell terzjarju / ir-rata ta' nies bi kwalifika terzjarja
Norwegian	fullført høyere utdanning
Polish	ponad•redne wykszta•cenie
Portuguese	percentagem de adultos diplomados do ensino superior
Romanian	rata absolvirii înv•••mântului superior
Slovakian	Percento populácie s vysokoškolským vzdelaním
Slovenian	u•inki terciarnega izobraževanja
Spanish	nivel terciario de logro
Swedish	(andel personer med) högre / eftergymnasial utbildning
Turkish	yüksek ö•renime eri•im düzeyi

English	<b>Third sector</b>
<i>definition</i>	<i>Organisations which are self-governing and constitutionally independent of the state, do not distribute profits to shareholders, and benefit to a significant degree from voluntarism. The sector encompasses voluntary and community organisations, charities, social enterprises and cooperatives</i>
<i>sources</i>	<i>Third Sector European Policy network &amp; UK Office for the Third Sector</i>
French	secteur de l'économie sociale et solidaire
German	dritter Sektor
Bulgarian	
Croatian	tre•i sektor
Czech	terciární sektor
Danish	frivillige sektor / græsrodsbevægelse
Dutch	de quartaire sector, sector zonder winstoogmerk
Estonian	kolmas sektor
Finnish	kolmas sektori
Greek	
Hungarian	harmadik szektor
Icelandic	
Irish	an tríú earnaíl
Italian	settore terziario
Latvian	trešais sektors
Lithuanian	nevyriausybin•s organizacijos / tre•iojo sektoriaus organizacijos
Macedonian	•
Maltese	il-qasam mhux governattiv / NGOs (Non-governmental organisations)
Norwegian	tredje sektor
Polish	NGO, sektor pozarz•dowy
Portuguese	terceiro sector
Romanian	societatea civil• / organiza•iile non-guvernamentale
Slovakian	terciálny sektor
Slovenian	tretji sector / nevladne organizacije
Spanish	tercer sector
Swedish	frivilligorganisationer (tredje samhällssektorn)
Turkish	üçüncü sektör / sivil toplum kurulu•lar•



English	<b>Training of trainers</b>
<i>definition</i>	<i>Theoretical or practical training for teachers and trainers</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	formation de formateurs
German	Ausbildung der Ausbilder
Bulgarian	
Croatian	izobrazba podu•avateljja
Czech	vzd•lávání u•itel• / p•íprava školitel•
Danish	lærerundervisning
Dutch	train de trainers / opleiders opleiding
Estonian	koolitajate koolitus
Finnish	kouluttajien koulutus
Greek	
Hungarian	képz•k képzése
Icelandic	þjálfun þjálfara
Irish	oiliúint na n-oiliúinóirí
Italian	formazione dei formatori
Latvian	treneru izgl•tošana
Lithuanian	mokytoj• rengimas
Macedonian	
Maltese	it-ta•ri• tal-g•alliema
Norwegian	lærerutdanning
Polish	kszta•cenie instruktorów i nauczycieli
Portuguese	formação de formadores
Romanian	formarea formatorilor
Slovakian	príprava u•ite•ov / majstrov odbornej prípravy / inštruktorov / školite•o
Slovenian	usposabljanje vaditeljev
Spanish	formación de formadores
Swedish	utbildning av utbildare
Turkish	e•itimcilerin e•itimi

**University-level education:** see Higher education

English	<b>Upskilling</b>
<i>definition</i>	<i>Short-term targeted training typically provided following initial education or training, and aimed at supplementing, improving or updating knowledge, skills and/or competences acquired during previous training</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	perfectionnement professionnel / amélioration des compétences
German	Ausbau von Qualifikationen (Upskilling)
Bulgarian	
Croatian	stru•no usavršavanje
Czech	aktualiza•ní studium
Danish	opkvalificering
Dutch	bijscholing / nascholing
Estonian	oskuste värskendamine
Finnish	täydennyskoulutus
Greek	
Hungarian	Szakmai továbbképzés
Icelandic	viðbótarþjálfun
Irish	breisoiliúint
Italian	sviluppo / perfezionamento delle competenze
Latvian	prasmju pilnveide
Lithuanian	profesini• •g•dži• tobulinimas
Macedonian	
Maltese	it-tis•i• tal-•iliet
Norwegian	kompetanseutvikling
Polish	dokszta•canie
Portuguese	aperfeiçoamento profissional
Romanian	perfec•ionare
Slovakian	doplnenie zru•ností
Slovenian	douspsabljanje
Spanish	formación de perfeccionamiento / perfeccionamiento profesional
Swedish	kompensutveckling
Turkish	beceri düzeyini yükseltme / beceri geli•tirme

English	<b>Validation of learning outcomes</b>
<i>definition</i>	<i>Confirmation by a competent body that learning outcomes (knowledge, skills and/or competences) acquired by an individual in a formal, non-formal or informal setting have been assessed against predefined criteria and are compliant with the requirements of a validation standard. Validation typically leads to certification</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	validation des acquis / des compétences /et de l'experience
German	Anerkennung der Bildung
Bulgarian	
Croatian	potvrda ishoda u•enja
Czech	ov••ování platnosti výsledk• vzd•lávání (validace výsledk• vzd•lávání)
Danish	validering af kvalifikationer
Dutch	validatie van leerwinst
Estonian	õpiväljundite tunnustamine
Finnish	näyttötutkinto / osoitettu pätevyys
Greek	
Hungarian	a tanulás eredményének érvényesítése
Icelandic	staðfesting á námsárangri
Irish	bailmheas ar thorthaí foghlama
Italian	validazione dei risultati raggiunti
Latvian	m•c•šan•s rezult•tu valid•cija
Lithuanian	mokymosi rezultat• pripažinimas
Macedonian	
Maltese	il-verifika u r-rikonoxximent tal-g•anijiet tat-tag•lim / l-ivvalidar tal-kisbiet mit-tag•lim
Norwegian	verdsetting av læringsutbytte
Polish	walidacja efektów uczenia si•
Portuguese	validação das competências / validação dos resultados da aprendizagem
Romanian	evaluarea •i certificarea competen•elor profesionale
Slovakian	uznanie výsledkov u•enia
Slovenian	vrednotenje u•nih dosežkov
Spanish	validación de los resultados de aprendizaje
Swedish	validering av utbildningsresultat
Turkish	ö•renme Ç•kt•lar•n•n Geçerlili•inin Saptanmas•

English	<b>Vocational education and training (VET)</b>
<i>definition</i>	<i>Education and training which aims to equip people with knowledge, know-how, skills and/or competences required in particular occupations or more broadly on the labour market</i>
<i>source</i>	<i>Cedefop 2008a</i>
French	enseignement et formation professionnelle
German	berufliche Aus- und Fortbildung
Bulgarian	
Croatian	vokacijsko obrazovanje i izobrazba
Czech	odborné vzdělávání a výcvik
Danish	erhvervsuddannelse
Dutch	beroepsonderwijs en opleiding
Estonian	kutseharidus
Finnish	ammattillinen koulutus ja harjoittelu
Greek	
Hungarian	szakképzés és tréning
Icelandic	starfsnám
Irish	gairmoideachas agus gairmoiliúint
Italian	istruzione professionale
Latvian	arodizglība un profesionālā apmācība (APA)
Lithuanian	profesinis mokymas
Macedonian	
Maltese	edukazzjoni vokazzjonali u ta'ri
Norwegian	yrkesutdanning og -opplæring
Polish	kształcenie zawodowe
Portuguese	educação e formação profissional
Romanian	învățământ profesional și tehnic / învățământ vocațional și tehnic
Slovakian	odborné vzdelávanie a príprava
Slovenian	poklicno izobraževanje in usposabljanje
Spanish	educación y formación vocacional
Swedish	yrkesutbildning
Turkish	mesleki eğitim ve öğretim

English	<b>Work-based learning</b>
<i>definition</i>	<i>Learning taking place through carrying out and reflecting on work tasks in a real environment</i>
<i>source</i>	<i>Cedefop 2008b</i>
French	formation basée sur le travail
German	arbeitsplatzbezogenes Lernen / Lernen am Arbeitsplatz
Bulgarian	
Croatian	u•enje kroz rad
Czech	implicitní u•ení z pracovní zkušenosti
Danish	arbejdsbaseret læring
Dutch	beroepsgericht leren
Estonian	tööpõhine õpe
Finnish	työpohjainen oppiminen / työhön pohjautuva oppiminen
Greek	
Hungarian	foglalkozás alapú tanulás
Icelandic	nám á vinnustað
Irish	foghlaim san ionad oibre
Italian	apprendimento sul campo/lavoro
Latvian	darb• balst•ta m•c•šan•s
Lithuanian	mokymasis dirbant
Macedonian	
Maltese	it-tag•lim fuq il-post tax-xog•ol
Norwegian	læring i arbeidslivet
Polish	praktyki zawodowe
Portuguese	aprendizagem no posto de trabalho / formaç•o no posto de trabalho
Romanian	înv••are în timpul muncii
Slovakian	implicitné u•enie z pracovnej skúsenosti
Slovenian	u•enje z delom
Spanish	aprendizaje basado en el trabajo
Swedish	verksamhetsbaserat lärande
Turkish	i• üstünde e•itim

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