

USER GUIDE

for trainers of employment support professionals

Supporting women who are unemployed
and/or low-qualified in their professional
retraining in coding jobs

This project has been funded with the
support of the European Commission



Erasmus+



Introduction

The 'Becoming a Woman Coder' project's main aim is to allow more women who are unemployed to consider coding jobs, by proposing helpful **training tools** for employment support professionals supporting these women.

We have therefore prepared this guide to walk you through all the tools we have developed, which are accessible on the '**Becoming a Woman Coder**' **training platform**, and explain how they can be used for training purposes.

Background to the project

This project was developed in favour of **diversity within professions**, in particular when it comes to coding jobs, by focussing on the retraining of women who are unemployed and/or low-qualified. It concentrates on the training of employment support professionals, who are the **first means** of support for women in search of employment.

Unemployed, low-qualified women and women in precarious employment are the **most affected** by this phenomenon, since they are guided towards jobs that they believe, or are led to believe, are appropriate to their skill set related to the domestic sphere.

This is where employment support structures come into play.

The "Becoming a woman Coder" project aims to help employment support professionals to orientate women towards ICT jobs such as coding, so as to try to **reduce inequality in the ICT** and digital field. In fact, as the EU Commission report "Women active in the ICT sector" concludes, the inclusion of more women in the digital economy could create an annual GDP boost in the EU of EUR 9 billion.

Our research

The initial stage of our project included the **collection of testimonials** from women who have successfully retrained in coding jobs. This helped us to better understand what women in retraining need to succeed and develop our tools accordingly.

You can take a look at **the full report here**:

<https://becomewomancoder.eu/about-the-project/>

Training

Following this study, we designed a training platform where you can find all the tools you need and that are being described in this guide.

This platform will allow learners to have at their disposal all the **educational resources** necessary for their training. It is aimed at employment support professionals and trainers of employment support professionals but can also be used by any women who are interested in learning more about coding and how to retrain in the profession.

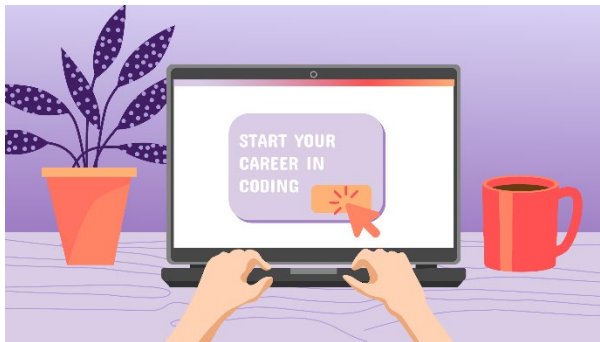
[Becomewomancoder.eu](https://becomewomancoder.eu)

Presentation of the training tools

Debunking Myths

Introduction to the tool

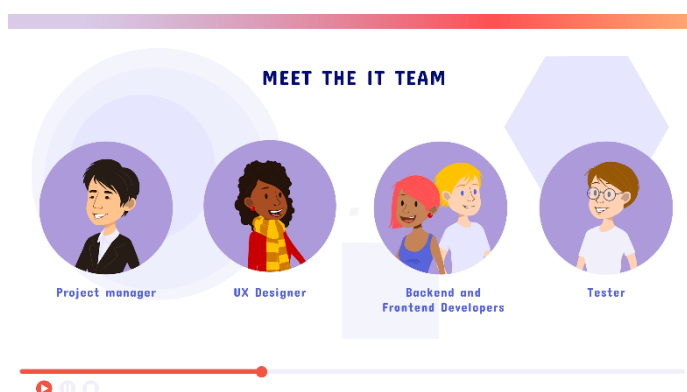
In this **educational cartoon** we're tackling five of the most frequent clichés about working in IT. We want to share with women how working in the IT sector **looks in reality**, since most popular clichés about geeks and the job itself may prevent them from seeking to change careers and opt for a job like coding.



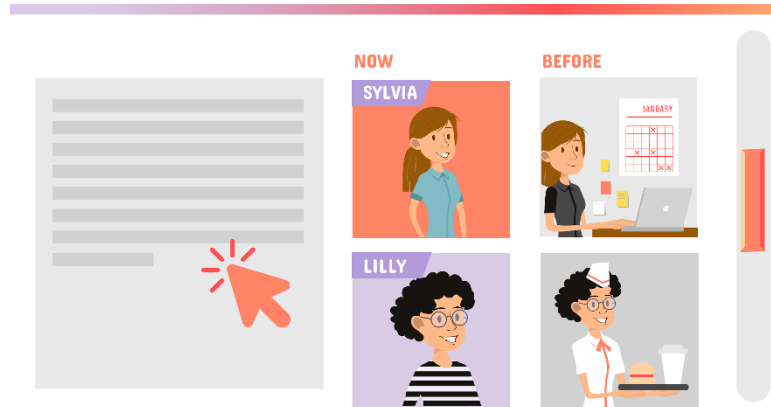
Aim of the tool

The aim of this tool is therefore to debunk these myths. We're addressing the following **5 misleading clichés**:

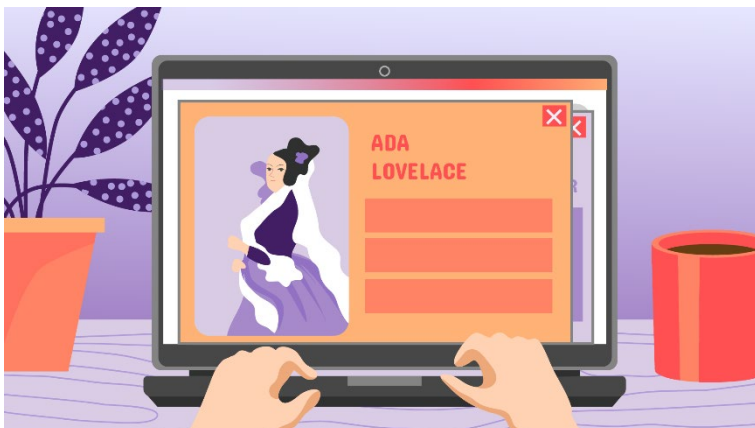
- Coders work alone



- You need to have a scientific profile and a higher degree in IT



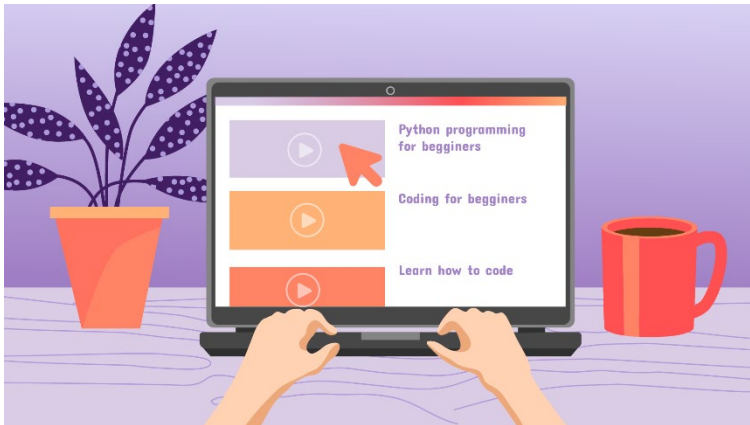
- It's a male job



- It's a geek job



- Coding is very hard and difficult



Step by Step Guide

The educational cartoon is available in **4 languages**: English, French, Finnish and Polish.

It is designed to demonstrate that every cliché which is mentioned does not reflect reality. Arguments and examples are put forth to give a **realistic view of the situation** of these web jobs (what they consist of and with whom one works), but equally **how one can access** them.

When navigating a career change into IT it is also important to be aware that any previous experience in other industries may come in handy.

There are many cross industries like HRTech, FoodTech or Medtech where IT companies create software and additional knowledge of those fields might be an extra advantage during recruitment or daily job activities.

The cartoon content also shows the range of different **job positions available in IT**, not only limited to coding. We can choose from a range of roles in the IT Team like Project Manager, UX Designer or Back-end and Front-end Developer.

IT career stories

Introduction to the tool

We have prepared a **series of short videos** to show you the coding world through the eyes of **women coders that were unemployed and/or low-qualified before** becoming professional coders. Subtitles for all videos are available in English, French, Polish and Finnish.



Aim of the tool

Via these career stories, provided by Maltese, French, Polish and Finnish women working in IT you will learn about the **joys of technology!**

You will get to know about their **experiences**, their **duties**, and how their previous job experiences have helped them in their current roles.

Get inspired, learn new possibilities!

Step by Step Guide

We interviewed 5 different people from 4 different countries:

Malta: Luisa – CRM Email and Web Developer

Poland: Aleksandra – Software Tester

Finland: Vlada – Web Developer

France : Kira – Data analyst/ engineer

France : Maeva – UX designer

These were the questions asked:

1. What is your job about?
2. What skills are required? Is a high-level education needed?
3. How is your typical day at work?
4. How has your old profession helped you in coding?
5. What do you like about your job?
6. Your advice for women who want to retrain as coders?

These IT Career stories can be found on our Becoming a Woman coder YouTube channel. Check them out [\[here\]](#)!

Press play and enjoy!

Broadening professional horizons

Introduction to the tool

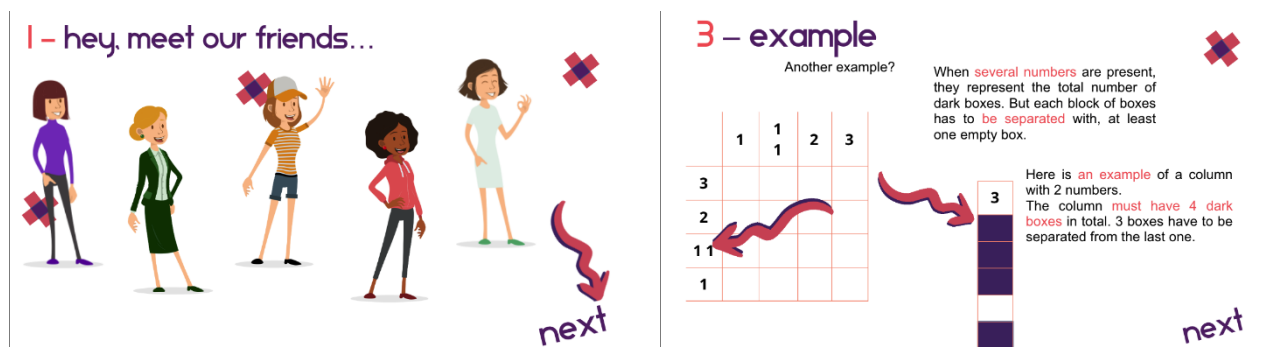
Play and learn!

Here, the learner can **discover and better grasp** the set of Tech jobs but also make use of tools to test the appetite of the women they are supporting for the coding professions.

There are several types of **mini games** available for you to explore and investigate.

Choose the best one for you or use all of them.

The games are available in **4 languages**: English, French, Finnish and Polish.



Aim of the tool

Each mini-game allows you to discover, through play, the aptitudes or appetite of the women being supported, which are linked to the competences and/or required know-how in the coding professions:

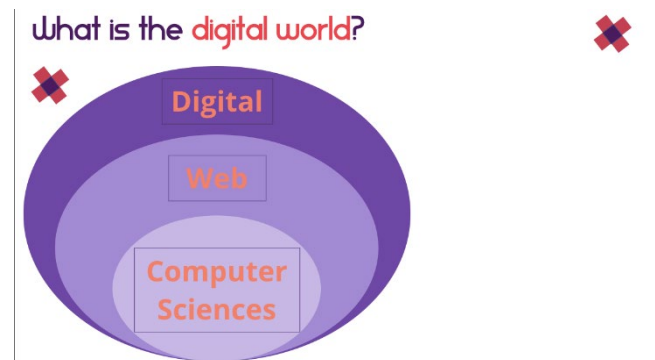
- **"What is the Digital World?"** presents to you the Digital world with its different domains.
- **"Web jobs...Do you know them well?"** helps you to identify the jobs in each domain.
- **"The coding job game"** helps you to check your knowledge on coding jobs.

- **"Picross - Thinking Game"** is a reflective game which appeals to your capabilities for logical thinking.
- **"Let's twist your brain! The skills mini-game"** helps you to better understand the competencies and aptitudes required in coding.
- **"Attention to detail"** is a memory game in which you are asked to match identical elements taken from HTML.
- **"Are you cut out for coding?"** is an aptitude test which allows you to quickly get to know if the woman you are supporting is cut out for the IT sector, as well as discover the specific role within this sector.

Step by Step Guide

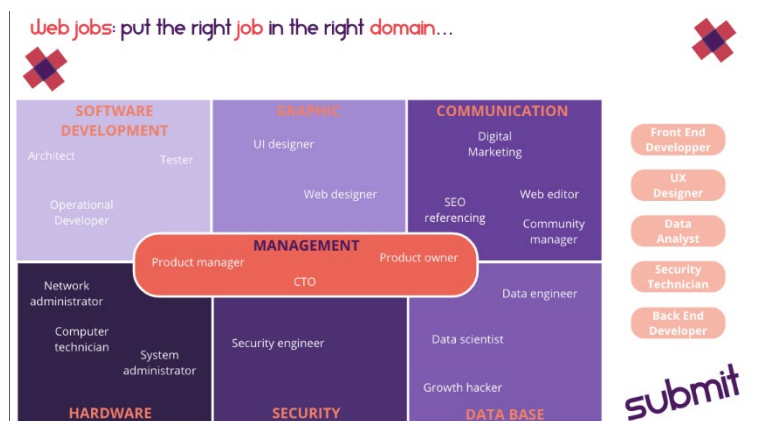
1. What is the Digital World?

This Game is purely educational. It helps you uncover the Digital world and what kind of jobs stand behind each part of it. You should treat it as a first step in your journey to becoming an expert in the IT industry professional market...



2. Web Jobs ... Do you know them well?

Within IT teams, we have a variety of roles and departments responsible for delivering project elements. With this game you will test your memory and knowledge about them, and learn how to match them correctly with each domain.



3. The coding job game.

This game focuses on learning about each role's job descriptions and daily duties. If you plan on joining an IT team or you want to convince someone to do so, this knowledge will help you find out which one is best for you and get to know better all the future team member roles.

2 – now, guess which job description matches each of our friends...

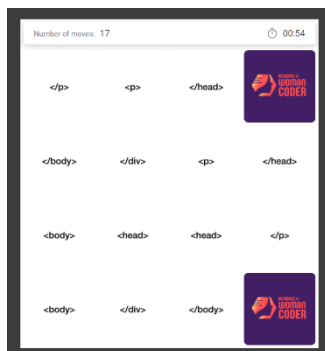
Lucy UX Designer	Courtney Back-End Developer	Jennifer Front-End Developer	Julia Data Analyst	Claire Cybersecurity specialist

Programs code that tells websites how to operate on what the user/client can see (in the dining room in a restaurant), implements, codes, documents and maintains the visual interface of a software, app or website by linking the design (made by a web designer) and the technology to create interaction.

submit

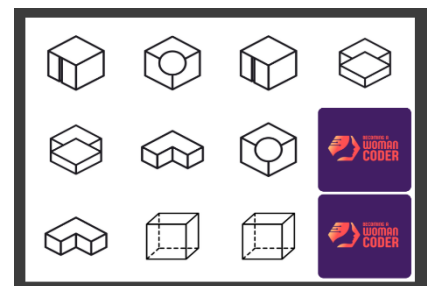
4. Attention to detail

This is a memory game style puzzle where you match identical puzzle pieces together In the "Spot the details" game you match geometric figures/ patterns together.



In the "Spot the HTML!" Game you match tags

used in the HyperText Markup Language or HTML In the "Spot the CSS!" Game you match the same selectors or declaration blocks. These last 2 games present you with 2 programming languages in a flash. The aim is to show the aspect and remind



you that for each language, each letter and sign has its importance. If one or the other is not in its place or missing or in lower case instead of upper case, the program will not work. The importance of attention to detail is therefore paramount in the role of the developer.

5. Let's twist your brain, the skills mini game

This game will not only make you memorise better the job titles and skills that these jobs require, but also train your analytical and problem solving skills, as you are required to match together all of the data and incorporate all the hints given to you.

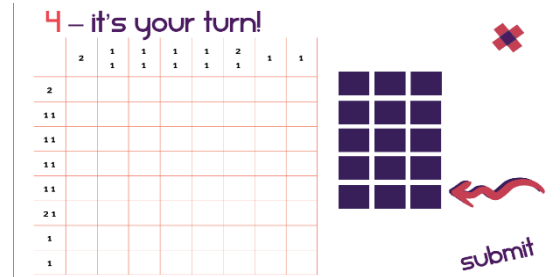
	stand 1	stand 2	stand 3	stand 4	stand 5
stand color					
nationality					
job					
previous job					
strongest soft skill					

BLUE	FRENCH	CYBERSECURITY AGENT	DRESSMAKER	EMPATHY
RED	FINNISH	FRONT-END DEVELOPER	CORPORATE LAWYER	HIGH ATTENTION TO DETAIL
PURPLE	POLISH	DATA ANALYST	TEACHER OF ENGLISH	PROBLEM SOLVING
ORANGE	SPANISH	FULL-STACK DEVELOPER	FLORIST	LOGICAL MIND
GREEN	MALTESE	UX DESIGNER	SECRETARY	COMMUNICATION

- The Maltese woman is in charge of the purple stand.
- The Spanish woman's best skill is her logical mind.
- The Polish woman is a cybersecurity agent.
- The blue stand is exactly to the left of the orange stand.
- The woman in charge of the blue stand is a UX designer.
- The woman in charge of the red stand used to be a teacher of English.
- The woman in charge of the middle stand is a data analyst.
- The woman whose best skill is communication used to be a corporate lawyer.
- The Finnish woman is in charge of the first stand.
- The ex-secretary is next to the stand taken care of by the woman whose strongest skill is high attention to detail.
- The woman whose strongest skill is problem solving is next to the stand taken care of by the former teacher of English.
- The front-end developer used to be a dressmaker.
- The French woman used to be a florist.
- The Finnish woman is in charge of the stand next to the green one.
- The ex-secretary is in the stand next to the full-stack developer.

6. Picross, Thinking Game

This is a solitaire puzzle game with the goal of uncovering a design on a grid by filling in squares according to the clues left on the edges of the grid. It's up to you to figure out where to put the black squares. This game trains your logical thinking and creativity skills.



7. Are you cut out for coding?

This is an aptitude test that lets you quickly find out if the IT industry is for the person you are supporting, and to find out in which specific role she is a natural fit. Once the questions are answered, the results will be sent directly by email. The test checks natural aptitudes for main roles in the IT team, but it works more as a hint, rather than the final decision about the future career path. If the score is 70% or more for any role, it means that the woman you are supporting should definitely consider this profitable career choice!

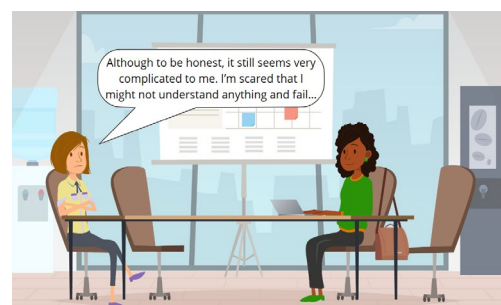
Learning good practices

Introduction to the tool

Duration : 20-30 min

This animated and interactive **serious game** allows the learner to discover 6 good practices specific to the support of women's reconversion to code professions.

The learner puts herself in Rose's shoes, an employment counsellor. Rose is meeting with Linda, who is unemployed and wants to change toimialaa. The aim of the game is to get Linda to consider becoming a developer as a real career opportunity.



Aim of the tool

The aim of this tool is to learn **how to argue** against the clichés linked to code professions and learn about the different coding professions accessible to professional reconversion.

The tool also presents **6 good practices** of specific and essential support for the successful transition to a coding profession:

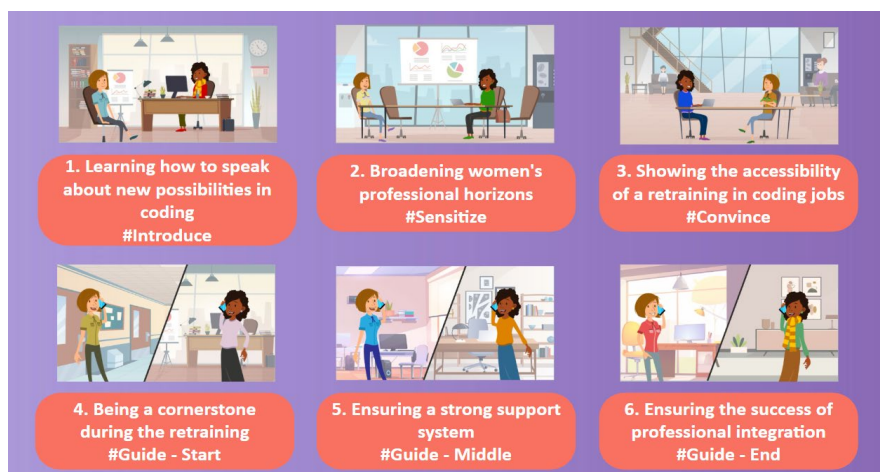
1. talking about the coding profession
2. convincing women to try out coding
3. informing about the personal investment required to train in a coding profession
4. being a constant support from the beginning of the retraining process
5. offering the help of a mentor and help to find one
6. suggesting the use of professional networks and help to find them

Step by Step Guide

Designed to be **played and trained alone online**, this serious game allows the learner to play either the 6 scenes of the game one after the other, or to play just some of them in a selected order.

Since each scene corresponds to a specific stage of the coaching and the associated good practice, it is up to the learner to choose which good practices to discover and/or reinforce.

In addition, in each of the stages, links are created to access either tools to help with this **specific support** (code aptitude test game for women) or **sources of information** (list of organisations to find a mentor, etc.). These tools are also accessible in the Ressources section of the learning platform.



Showing off your new skills (Open Badge)

Introduction to the tool

This tool is in the **form of a test**, after which you have the possibility of getting an open badge to show off your new skills as an employment support professional.

Aim of the tool

The aim of this tool is to **evaluate the knowledge** acquired by the learner throughout the training course thanks to the tools made available. The knowledge tested is provided by all of these tools. Once the test has been passed, an **Open Badge** is automatically sent to the learner. This new knowledge can be highlighted thanks to this Open Badge added to the description of the **professional profile** (CV or social networks ...).

Step by Step Guide

There are **25 questions** in this final evaluation test.

These questions are categorised as follows:

- Why should unemployed women, women in precarious employment and/or those undergoing retraining be directed towards careers as developers?
- What are the clichés linked to the developer profession and how do you deconstruct them?
- How do you know if you are cut out for the job of developer?
- Is it an advantage to become a developer after having had another job?

- Why and can women who have been retrained flourish in this job?
- What are the IT jobs that are accessible for retraining, so that you can talk about them?
- What are the best practices for supporting retraining in the development professions?

To pass the assessment test, the learner **must obtain a pass rate of 80%**. If the learner achieves less than 80%, the learner is told in which category improvements can be made. Thus the learner can review the knowledge in the tools corresponding to this category. The learner can take the test **as many times as they want**.

Enhancing your skills

Introduction to the tool

This is an **additional profile** to the certification framework for the job of employment and vocational integration counsellor, specific to the support of the retraining of women who are unemployed and/or low-qualified in coding jobs. This profile has been designed according to the standards of the **European Qualification Framework (EQF)**.

Aim of the tool

The objective is to **enhance the skills acquired** via the "Becoming a woman coder" platform in her professional career in France and in Europe.

Step by Step Guide

Firstly, this document recalls the functioning of the European Qualification Framework (EQF) and the European Certification framework for the job of employment and vocational integration advisor. It then highlights the competences acquired via the 'Becoming a Woman Coder' platform through **6 key knowledge** and **6 key skills to be acquired in** order to validate this additional competence profile.

Co-acting for a more equal IT world!

Introduction to the tool

Do **you** want to show your support for gender equality in the IT world? You can find a **letter of intent** [on our website](#) which you can sign to show your approval of this project and the goals we are aiming for, and your intent to use the tools we've provided wherever you feel they would be useful.

Aim of the tool

This charter aims at Inspiring other organisations, such as employment support training agencies, coding training organisations, gender equality organisations, ICT training organisations to use the tools provided by the BWC project as well as **raising awareness about the need for more gender equality** in the coding profession.

becomewomancoder.eu



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