Title of Tool INDIVIDUAL DIGITAL ACTION PLAN	
Aim of the Tool	To assess the educational and professional profile of the jobseeker, identify their needs and barriers to employment, and provide a structured plan with actions to support their integration into the labor market.
Materials necessary to use the tool (ex. Whiteboard, pen and paper, room with chairs in a circle, internet connection, computer or mobile phone etc.)	Pen and paper (if it's on paper and not digital) Internet connection and computer/ mobile phone (if digital)
Involvement of other people (for example teacher, company tutor, parents etc)	Employment Advisor: Responsible for assessing the jobseeker's profile, registering relevant information, and recommending actions in collaboration with the jobseeker. Jobseeker: Actively engaged in providing personal, educational, and professional information and agreeing on the proposed actions. Training Providers: May be involved in delivering training programs for the acquisition of skills or horizontal competences. Potential Employers: Can play a role in providing non-funded job positions, subsidized employment, or work experience opportunities.
Link for the tool (online link for example)	NA
Indication on how to use the tool	The Employment Advisor collaborates with the jobseeker to gather data on their profile, prioritize their needs, and recommend actions such as job search services, training programs, work experience acquisition, and subsidized employment opportunities. These actions are agreed upon by both parties and formalized in the Digital Action Plan.

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