Title of Tool RECRUITMENT PLAN (promotion strategies)	
Aim of the Tool	Promotion Process Selection Process/ Recruitment in the sense of attraction of trainees
Materials necessary to use the tool (ex. Whiteboard, pen and paper, room with chairs in a circle, internet connection, computer or mobile phone etc.)	Paper and pen or computer to record data. It is a plan to be followed in order to have good results. It requires active participation from the people involved. Go to fairs, go to places to find the target trainees.
Involvement of other people (for example teacher, company tutor, parents etc)	In this plan all the employees of the training center could be involved in different degrees. The person in charge of communication is responsible for creating the plan.
Link for the tool (online link for example)	NA
Indication on how to use the tool	This tool has been selected as an example for the recommended steps, so it can be adapted to any VET center modified according to specific needs. The importance is to organize steps that help the center in promoting the training and reaching out to a maximum of people in the right areas.

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