



Europortfolio Europass CV HR-XML Application Profile

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Summary: This document describes an Application Profile (AP) of the Europass CV version 2.0 specifications based on HR-XML Candidate version 3.0 specifications.

This work is supported by :

- EIFEL and Europortfolio communities
- HR-XML Europass working group of the HR-XML consortium
- French Association “Ethique et Recrutement” within the CV Universel (universalCV) project.
- Liberty Alliance HR-EDU Special Interest Group (SIG)
- TAS3 EU project
- The Eduserv Foundation, in the frame of the Rhizome project

It covers a description of the Europass CV, a mapping with the information model of the HR-XML v3.0 Candidate specifications and an XML binding description.

All figures of Chapter 2 (Europass CV) are copyrighted by CEDEFOP, all figures of Chapter 4 (Binding) are copyrighted by HR-XML consortium. All other information are under a Creative Common Licence: Attribution, Noncommercial, Share Alike (by-nc-sa)

This AP can be use :

- to produce standalone XML instances
- or inside ePortfolio packages using the Europortfolio Content Package Application Profile of IMS ePortfolio specifications or any other packaging possibilities provided ISO MPEG 21.3.
- Or within the Liberty Alliance Web Service Framework to provide a sharing privacy layer.

Special mention:

This release of the application profile (v2.0.3.0) is part-funded by Eduserv in the field of the Rhizome project (Eduserv Research Grants 2008-2009).

eduserv



**Current
Related
Projects**

TAS3 - Trusted Architecture for Securely Shared Services :
<http://www.tas3.eu> (European Project under FP7)

Rhizome – <http://www.rhizomeproject.org/>
Rhizome is a research and development project, funded by Eduserv,
exploring the key social and technical elements that impact on the
construction of online identities

EuroCV – <http://www.eurocv.eu/>
(Free online service/project, provide an online user export as well as a
SOAP API export command compliant with this profile)

**Previous
Related
European
projects**

CV Universel : <http://www.cvuniversel.org/>
(Project funded by French Association “Ethique et Recrutement”, the
aim of this project is to provide an opensource reference platform using
Liberty Alliance web service framework to exchange applicant related
information)



Technology Enhanced Learning: Conformance -
European Requirements & Testing – <http://www.opengroup.org/telcert/>

(Has provided the AP methodology and tools)



- <http://www.kite-eu.org/>

(Has provided several contributions and first implementation)

REVISION HISTORY

Version Number	Release Date	Comments
Draft 0.9.3	26 July 2006	The first public draft of the document. Based on release 0.9.3 of the AP.
Draft 0.9.4	13 October 2006	Moving most of sub-elements used in CandidateProfile to Resume
Draft 0.9.5	14 November 2006	Clarification on sub-elements used both in CandidateProfile and Resume (StructuredXMLResume)
Draft 1.0.0	15 December 2006	Clarification on use of external competency definitions.
Draft 1.0.0 rc2	26 January 2007	Adding more information about copyrighted information.
Final 1.0.0	31 March 2007	Stabilized release, based on RC2
Draft 1.1 rc1	08 June 2007	Updated release to conform with HR-XML 2.5 specifications and suppress last extensions.
Draft 1.1 rc2	14 July 2007	Updated release to take into account a minor update on Candidate 2.5 schemas and include some minor information provided by Cedefop XML information model (like RevisionDate) and to map more completely with other HR-XML profiles (GermanCV, iProfile): - clarification about ContactInfo usage and optional elements
Draft 1.2 rc1	5 October 2007	Update release to take into account possibilities related to the new release of Europass Cedefop schemas (1.2). The number of this profile (1.2 rc1) is updated to reflect this changes. Include also support of Cv owner photo .
Draft 1.2 rc2	30 October 2007	Minor fixes
Draft 1.2 rc3	24 May 2008	Update release to include minor changes related to CV Universel project and include new URLs for Europass Competencies definition in IEEE RDC format available on Cedefop Website.
Draft 1.2 rc4	11 June 2008	Minor update to add support of Europass language competency label information in addition to the the language code already supported.
Final 1.2	1 st September 2008	Minor changes related to CV Universel profile and

		hidden CV information to avoid discrimination in recruiting process (gender, date of birth, photo, nationality)
Draft 2.0.2.5	1 st December 2008	First update to include Cedefop Europass CV V2 changes (still based on HR-XML v2.5 specifications), introducing a new release number scheme: First two number are related to Cedefop Europass Schema Version (so here 2.0) and last number is related to HR-XML Schema version (so here 2.5)
Draft 2.0.3.0	4 th January 2010	Second update including the new HR-XML v3 specifications.

DOCUMENT ROADMAP

Date	Version and Additions	Status
2006-07-31	First public draft 0.9.3: Europass CV AP description	Done
2006-12-15	V1 pre-release draft: Europass CV e-Portfolio AP update after review and comments from HR-XML European members, members of the KITE project and first other implementers (and second ePortfolio plugfest).	Done
2007-03-31	Final 1: Update after HR-XML Europass WG and Europortfolio members feedback.	Done
2007-07-31	V1.1: Stable release using new HR-XML 2.5 specifications to suppress the last proprietary extension elements. This release will benefits also from feedback from HR community after CV interoperability seminar in June in Paris.	Cancelled due to new release of Cedefop Schemas, moved to v1.2
2008-09-01	V1.2: Stable release to take into account : - community implementation feedback after Third ePortfolio plugfest, - including final official release of IEEE RDC standard hosted on Cedefop Europass website,	Done

	- including CV Universel / Universal CV project support and implementation feedback	
2008-12-01	V2.0.2.5 first draft: update to new Europass V2.0 schemas but still using HR-XML v2.5 specifications (so the related version 2.0 . 2.5) and including mapping information and optional support of Europass Language Portfolio.	Done
2008-12-31	V2.0.2.5 draft: draft release. This is a temporary release waiting for new HR-XML v3 specifications	Not published due to new release of HR-XML v3.0 Schemas
2010-01-04	V2.0.3.0 revision1: major update to include new HR-XML v3 specifications (and early inclusion of optional additional elements to Europass CV like Researchers/Experts CV based on EraCareers and EifEL/Europortfolio community requirements).	Done
2010-03-15	V2.0.3.0 revision2: Minor update release to include Rhizome and TAS3 projects implementations feedback.	Todo

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LIST OF ABBREVIATIONS AND GLOSSARY

HR-XML CPO	HR-XML Cross-Process Object specifications
HR-XML SEP	HR-XML Staffing Exchange Protocol specifications (SEP is deprecated since v3.0 of HR-XML specifications)

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1 INTRODUCTION

1.1 Scope

This profile describes a XML binding of the Europass CV as defined at the European level. This work can be seen as a proposal for an e-portfolio binding of the Europass CV from CEDEFOP using HR-XML specifications.

This application profile would allow creation of Europass CV XML based documents in order to allow import/export of simple XML profile (example: aggregation of CV from personal e-portfolios to a HR system).

This work is coordinated by EifEL with cooperation from :

- CEDEFOP,
- HR-XML members participating in Recruiting and Europass Working Groups,
- Kantara and Liberty Alliance HR-EDU Special Interest Group members (in link with Concordia initiative and OpenID Europe),
- EifEL and Europortfolio members,
- French Association « Ethique et Recrutement » (CV Universel project),
- Eurocv.eu project,
- The Eduserv Funded, Rhizome project

1.2 Document structure

Chapter 2 will firstly present the Europass CV model (section 2.1) with a table (section 2.2) presenting the full Europass CV information model.

Chapter 3 present the mapping of the Europass CV Information model with the HR-XML specifications.

Chapter 4 detailed the HR-XML binding, including description of recommended, optional and not used elements, as well as example for each element used.

Chapter 5 introduce the different extensions that could be added to enhance the Europass CV in a more ePortfolio oriented way. This part is described in more detailed in the complementary document “Extensions for Europortfolio / Europass CV HR-XML Application Profile”.

Chapter 6 gives indication about the policy related to this application profile. The conformance testing procedure is describe in the chapter 7 with the related events listed in chapter 8, and some tools in chapter 9 with references in chapter 10.

Appendix A includes an example of a paper based Europass CV and Appendix B presents a full HR-XML example.

1.3 Versioning Policy

Versioning policy :

- First two digit: 2.0 is related to the Cedefop Europass CV release.
- Last two digit: 3.0 is ralted to the HR-XML schemas release.
- A revision number (rev 1) following gives the indication of the release of this Application profile itself.

1.4 Terms of Reference

This profile was developed by EIfEL and was based upon:

- HR-XML candidate specifications version 3.0 since release 2.0.3.0.
- IEEE RCD (reusable competency definition) specifications (using the IMS RDCEO XML schema binding), the P1484.20.1-2007¹ standard has been accepted by IEEE in 2007 (the IMS RDCEO schema binding is an example XML binding of the IEEE 1484.20.1 standard).

It is relevant to eportfolio and HR communities of practice, like Europortfolio², which have an interest in using HR-XML specifications inside a portfolio package and particularly in the context of CV import/export and web services exchange (based on Europass CV model).

This profile includes information to support also Europass Language Portfolio as well as including more details in order to use optional HR-XML elements (Achievements, Association...) usefull in other ePortfolio context (Higher Education/researchers, Army...).

¹ 1484.20.1-2007 - Ieee standard for learning technology - data model for reusable competency definitions
http://ieeexplore.ieee.org/xpl/freeabs_all.jsp?tp=&isnumber=4445692&arnumber=4445693&punumber=4445690

² <http://www.europortfolio.org/>

2 EUROPASS CV

2.1 Introduction

For more information about Europass, please consult Cedefop website at:

<http://europass.cedefop.eu.int/europass/home/vernav/Europass+Documents/Europass+CV/navigate.action>

Following sections include information from Cedefop to fill a Europass CV and are copyrighted by Cedefop.

This application profile takes into account Europass XML binding base on version of 2.0 of their schemas.

2.1.1 1 – Personal Information

Family name of the portfolio owner (student or worker), possibility for several first names.

 <p style="text-align: center;">Europass curriculum vitae</p>	<p>Insert photograph if requested (optional)</p> <p>Notes:</p> <ul style="list-style-type: none"> - a picture is not essential in a CV, unless requested by the employer - format: preferably jpg.
<p style="text-align: center;">Personal information</p>	
<p>Surname(s) / First name(s) (remove if not relevant)</p>	<p>State your surname(s) (preferably using small capitals) and first name(s), (preferably using lower case), e.g.:</p> <p>Smith, John Andrew</p> <p>in conformity with the rules that apply in your country.</p> <p>Note: if you have more than one other name, start with the one you usually use.</p>
<p>Address(es) (remove if not relevant)</p>	<p>State your complete postal address(es) where you wish to be contacted, e.g.:</p> <p>12, High Street, Newtown AB12 3CD</p> <p>Notes:</p> <ul style="list-style-type: none"> - show clearly the address at which you can be contacted quickly. If your permanent address is different from where you are living at present, you may write both addresses, stating the dates between which you can be contacted at each; - the order in which the items in an address appear may vary from country to country; follow the rules that apply so that post will reach you quickly; do not forget the country code if you are applying abroad (see sample CV); - in the case of Ireland, the United Kingdom and the Netherlands, the name of the country is written out in full: <p>Dublin 2 Ireland</p> <p>...</p> <p>London SW1P 3AT United Kingdom</p> <p>...</p> <p>2500 EA Den Haag Nederland</p> <p>For further details, consult the Interinstitutional style guide, available on line: http://publications.eu.int/code/en/en-000400.htm</p>

Figure 1: Europass CV Personal Information (© European Communities)

Telephone(s) (remove if not relevant)	State the telephone number(s) where you wish to be contacted; if necessary, give specific days and times when it is possible to reach you (so that you can be contacted quickly), e.g.: Fixed: 0845 120 30 45 Mobile: 6945 12 36 54 Notes: - if you wish to send your CV to other countries, give the country prefix and any regional prefix in brackets. These two prefixes should be joined by a hyphen, e.g.: (44-20) 80 12 34 56 for a number in London. - divide the principal number into groups of two from the right-hand side, the last group consisting of three digits if the number is odd (groups are separated by a space, not by a full stop), e.g. (353-1) 220 20 20 for a number in Dublin. For further details, consult the Interinstitutional style guide, available on line http://publications.eu.int/code/den/en-000400.htm
Fax(es) (remove if not relevant)	Write your fax number(s), using the same rules as for your telephone number(s) e.g.: 0845 120 30 46.
E-mail(s) (remove if not relevant)	Write your e-mail address(es) in full, specifying if it is your personal or professional address, e.g.: bragov@whao.com
Nationality(-ies) (optional)	Write your nationality(-ies), e.g.: Irish
Date of birth (optional)	Give your date of birth (dd/mm/yyyy), e.g.: 02.04.1963
Gender (optional)	Specify your gender, (Male / Female) e.g.: Male

Figure 2: Europass CV Personal Information (© European Communities)

2.1.2 2 – Desired employment / Occupational field.

Desired employment / Occupational field (remove if not relevant)	Specify your job target or occupational field, e.g.: Database manager and administrator Note: this entry gives an immediate overview of your profile by focusing on your core competences.
--	--

Figure 3: Europass CV Desired employment/Occupational field (© European Communities)

2.1.3 3 – Work Experience

Work Experience

Under this heading, make a separate entry for each relevant job held, **starting with the most recent**.

Notes:

- if you are applying for your first job, do not forget to mention work placements during training which provide evidence of initial contact with the world of work;
- if your work experience is still limited (because you have just left school or university), describe your education and training first (to invert the order of the two headings, use the 'copy/paste' command in your word processing software); highlight work placements during training (see online examples);
- for the sake of brevity, focus on the work experience that gives added weight to your application. Do not overlook experience which may be an asset even though it is not directly related to the profile of the job for which you are applying (e.g., time spent abroad, work bringing you into contact with the public, etc.);
- reproduce the table (using the 'copy/paste' command in your word processing software) as many times as required. To delete a heading, use the 'Table' commands menu in your word processing software.

Dates	Write the dates to show how long you held the job in question, e.g.: From March 1994 to December 1999
Occupation or position held	State your job title or the nature of your occupation, e.g.: HGV mechanic, Maintenance technician, Receptionist
Main activities and responsibilities	State your main activities and responsibilities, e.g.: Maintenance of computers or Relations with suppliers or Maintaining parks and gardens If necessary, quantify your responsibilities (percentage of working time, length of time spent on each occupation, etc.).
Name and address of employer	State the name and address of the employer, e.g.: Anderson and Dobbs Ltd., 12 Highland Road, Edinburgh EH3 4AB, United Kingdom Note: if relevant, add more information (telephone, fax, e-mail or Internet address), e.g.: Tel.: (44-31) 123 45 67 - Fax (44-31) 123 45 68 - E-mail: J.Robinson@andes.co.uk; Website: http://www.anderdobbs.co.uk
Type of business or sector	State the nature of the employer's business or sector, e.g.: Transport and logistics or Auditing or Manufacturer of motor vehicle parts

Figure 4: Europass CV Work Experience (© European Communities)

2.1.4 4 – Education and training

Education and training

Under this heading, make a separate entry for each course completed, i.e., each course leading to a qualification, **starting with the most recent.**

Notes:

- if your work experience is still limited (because you have just left school or university), describe your education and training first (to invert the order of the two headings, use the 'copy/paste' command in your word processing software);
- there is no need to show all your qualifications: do not go back as far as primary school if you hold a university degree; focus on the qualifications which are an asset to your application;
- reproduce the table (using the 'copy/paste' command in your word processing software) as many times as required. To delete a heading, use the 'Table' commands menu in your word processing software.

Dates	Write the dates to show how long the course in question lasted, e.g.: From September 1994 to June 1998
Title of qualification awarded	Write the exact title of the qualification awarded, e.g.: National Vocational Qualification (NVQ) Level 2: Bakery Service Note: avoid using abbreviations on their own (e.g. NVQ).
Principal subjects/occupational skills covered	Summarise the main subjects or occupational skills taught during the course in question, grouping them together if necessary for the sake of brevity, e.g.: General - English language, Welsh language, mathematics, foreign language (Spanish) - physical education and sports Occupational - occupational techniques (making of standard breads, fancy breads, cakes and pastries) - science applied to food and equipment (microbiology, biochemistry, hygiene) - occupational technology (basic principles, hygiene and safety) - knowledge of business and its economic, legal and social context. Note: combine items, and focus on the occupational skills which would be an asset if you were appointed.
Name and type of organisation providing education and training	State the name (and if appropriate, the address) and type of the institution attended, e.g.: South Wales Technical College Glamorgan Place Cardiff CF1 2AB
Level in national or international classification (remove if not relevant)	If the level of the qualification corresponds to an existing national or international classification system, state the level within the classification concerned (national classification, ISCED, etc.). If necessary, ask the body which awarded the qualification. For more information on ISCED (International Standard Classification of Education) devised by UNESCO, consult: http://www.uis.unesco.org/TEMPLATE/pdf/isced/ISCED_A.pdf

Figure 5: Europass CV Education and Training (© European Communities)

2.1.5 5 – Personal skills and competences – Language part

Personal skills and competences

This page is dedicated to skills and competences acquired in the course of life and career but not necessarily covered by formal certificates and diplomas. In other words, it aims to give a complete picture of your skills and competences. The headings below (languages, social, organisational, technical, computer-related, artistic and other skills and competences) allow you describe skills and competences acquired both in the course of your education and training (during your studies) during seminars or continuing training sessions, and in a non-formal manner (in the course of your occupational or leisure activities).

General note: Delete any heading under which you have nothing relevant to say, using the 'cut' command menu in your word processing software.

Mother tongue(s)	State your mother tongue(s) here, e.g.: English							
Other language(s) (remove if not relevant)	Note: state in the section below your skills and competences in foreign languages. Use the self-assessment scale developed by the Council of Europe to help people self-assessing their foreign language level of proficiency in understanding, speaking and writing (see instructions below heading).							
Self-assessment European level (*)	Understanding		Speaking				Writing	
	Listening	Reading	Spoken interaction		Spoken production			
Spanish	(C1) Proficient user	B2 Independent user	(A2) Basic user		(B1) Independent user		(B2) Independent user	Independent user
French	(B1) Independent user	B2 Independent user	(A2) Basic user		(A2) Basic user		(A2) Basic user	Basic user
	(*) Common European Framework of Reference (CEF) level							

Instructions for using the self-assessment grid

The self-assessment grid is based on the six level scale of the common European framework of reference for languages developed by the Council of Europe.

The grid consists of three broad levels as follows:

- Basic user (levels A1 and A2);
- Independent user (levels B1 and B2);
- Proficient user (levels C1 and C2).

To self-assess your foreign language level, read the descriptions below and write the relevant level (e.g. Proficient user - C2) in the adequate box of your CV (Listening, Reading, Spoken interaction, Spoken production and Writing).

Figure 6: Europass CV Language skills (© European Communities)

Understanding

Listening

- A 1:** I can understand familiar words and very basic phrases concerning myself, my family and immediate surroundings when people speak slowly and clearly.
- A 2:** I can understand phrases and the highest frequency vocabulary related to areas of most immediate personal relevance (e.g. very basic personal and family information, shopping, local area, employment). I can catch the main points in short, clear, simple messages and announcements.
- B 1:** I can understand the main points of clear standard speech on familiar matters regularly encountered in work, school, leisure, etc. I can understand the main points of many radio or TV programmes on current affairs or topics of personal or professional interest when the delivery is relatively slow and clear.
- B 2:** I can understand extended speech and lectures and follow even complex lines of argument provided the topic is reasonably familiar. I can understand most TV news and current affairs programmes. I can understand the majority of films in standard dialect.
- C 1:** I can understand extended speech even when it is not clearly structured and when relationships are only implied and not signalled explicitly. I can understand television programmes and films without too much effort.
- C 2:** I have no difficulty in understanding any kind of spoken language, whether live or broadcast, even when delivered at fast native speed, provided I have some time to get familiar with the accent.

Reading

- A 1:** I can understand familiar names, words and very simple sentences, for example on notices and posters or in catalogues.
- A 2:** I can read very short, simple texts. I can find specific, predictable information in simple everyday material such as advertisements, prospectuses, menus and timetables and I can understand short simple personal letters.
- B 1:** I can understand texts that consist mainly of high frequency everyday or job-related language. I can understand the description of events, feelings and wishes in personal letters.
- B 2:** I can read articles and reports concerned with contemporary problems in which the writers adopt particular attitudes or viewpoints. I can understand contemporary literary prose.
- C 1:** I can understand long and complex factual and literary texts, appreciating distinctions of style. I can understand specialised articles and longer technical instructions, even when they do not relate to my field.
- C 2:** I can read with ease virtually all forms of the written language, including abstract, structurally or linguistically complex texts such as manuals, specialised articles and literary works.

Speaking

Spoken interaction

- A 1:** I can interact in a simple way provided the other person is prepared to repeat or rephrase things at a slower rate of speech and help me formulate what I'm trying to say. I can ask and answer simple questions in areas of immediate need or on very familiar topics.
- A 2:** I can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar topics and activities. I can handle very short social exchanges, even though I can't usually understand enough to keep the conversation going myself.
- B 1:** I can deal with most situations likely to arise whilst travelling in an area where the language is spoken. I can enter unprepared into conversation on topics that are familiar, of personal interest or pertinent to everyday life (e.g. family, hobbies, work, travel and current events).

Figure 7: Europass CV Language skills description (© European Communities)

- B 2:** I can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible. I can take an active part in discussion in familiar contexts, accounting for and sustaining my views.
- C 1:** I can express myself fluently and spontaneously without much obvious searching for expressions. I can use language flexibly and effectively for social and professional purposes. I can formulate ideas and opinions with precision and relate my contribution skilfully to those of other speakers.
- C 2:** I can take part effortlessly in any conversation or discussion and have a good familiarity with idiomatic expressions and colloquialisms. I can express myself fluently and convey finer shades of meaning precisely. If I do have a problem I can backtrack and restructure around the difficulty so smoothly that other people are hardly aware of it.

Spoken production

- A 1:** I can use simple phrases and sentences to describe where I live and people I know.
- A 2:** I can use a series of phrases and sentences to describe, in simple terms, my family and other people, living conditions, my educational background and my present or most recent job.
- B 1:** I can connect phrases in a simple way in order to describe experiences and events, my dreams, hopes and ambitions. I can briefly give reasons and explanations for opinions and plans. I can narrate a story or relate the plot of a book or film and describe my reactions.
- B 2:** I can present clear, detailed descriptions on a wide range of subjects related to my field of interest. I can explain a viewpoint on a topical issue giving the advantages and disadvantages of various options.
- C 1:** I can present clear, detailed descriptions of complex subjects integrating sub-themes, developing particular points and rounding off with an appropriate conclusion.
- C 2:** I can present a clear, smoothly-flowing description or argument in a style appropriate to the context and with an effective logical structure which helps the recipient to notice and remember significant points.

Writing

- A 1:** I can write a short, simple postcard, for example sending holiday greetings. I can fill in forms with personal details, for example entering my name, nationality and address on a hotel registration form.
- A 2:** I can write short, simple notes and messages. I can write a very simple personal letter, for example thanking someone for something.
- B 1:** I can write simple connected text on topics which are familiar or of personal interest. I can write personal letters describing experiences and impressions.
- B 2:** I can write clear, detailed text on a wide range of subjects related to my interests. I can write an essay or report, passing on information or giving reasons in support of or against a particular point of view. I can write letters highlighting the personal significance of events and experiences.
- C 1:** I can express myself in clear, well-structured text, expressing points of view at some length. I can write about complex subjects in a letter, an essay or a report, underlining what I consider to be the salient issues. I can select a style appropriate to the reader in mind.
- C 2:** I can write clear, smoothly-flowing text in an appropriate style. I can write complex letters, reports or articles which present a case with an effective logical structure which helps the recipient to notice and remember significant points. I can write summaries and reviews of professional or literary works.

The complete self-assessment grid can be accessed from the website of the Council of Europe under [http://culture2.coe.int/portfolio/inc.asp?L=E&M=\\$t/208-1-0-1/main_pages/..&L=E&M=\\$t/208-1-0-1/main_pages/levels.html](http://culture2.coe.int/portfolio/inc.asp?L=E&M=$t/208-1-0-1/main_pages/..&L=E&M=$t/208-1-0-1/main_pages/levels.html)

Notes:

- if you have a certificate testifying to your competence (such as TOEIC -Test of English for International Communication), state the level and the date when you obtained;
- do not overestimate your level, which may well be checked if you are interviewed!

Figure 8: Europass CV Language skills description (© European Communities)

2.1.6 6 – Personal skills and competences – Others part

<p>Social skills and competences (remove if not relevant)</p>	<p>What are we talking about?</p> <p>Social skills and competences refer to living and working with other people, in positions where communication is important and situations where teamwork is essential (for example culture and sports), in multicultural environments, etc.</p> <p>Describe your social skills and competences, e.g.:</p> <ul style="list-style-type: none"> - team spirit; - good ability to adapt to multicultural environments, gained through my work experience abroad; - good communication skills gained through my experience as sales manager. <p>Specify in what context they were acquired (through training, work, seminars, voluntary or leisure activities, etc.).</p>
<p>Organisational skills and competences (remove if not relevant)</p>	<p>What are we talking about?</p> <p>Organisational skills and competences refer to coordination and administration of people, projects and budgets; at work, in voluntary work (for example culture and sports) and at home, etc.</p> <p>Describe your organisational skills and competences, e.g.:</p> <ul style="list-style-type: none"> - leadership (currently responsible for a team of 10 people); - sense of organisation (experience in logistics); - good experience in project or team management. <p>and say in what context they were acquired (through training, work, seminars, voluntary or leisure activities, etc.).</p>

Figure 9: Europass CV Social and Organisational skills (© European Communities)

<p>Technical skills and competences (remove if not relevant)</p>	<p>What are we talking about?</p> <p>Technical skills and competences refer to mastery of specific kinds of equipment, machinery, etc. other than computers, or to technical skills and competences in a specialised field (manufacturing industry, health, banking, etc.).</p> <p>Describe your technical skills and competences, e.g.:</p> <ul style="list-style-type: none"> - good command of quality control processes (I was responsible for the implementation of quality audit in my dept); <p>Specify in what context they were acquired (through training, work, seminar, voluntary or leisure activities, etc.).</p>
<p>Computer skills and competences (remove if not relevant)</p>	<p>What are we talking about?</p> <p>Computer skills and competences refer to word processing and other applications, database searching, acquaintance with Internet, advanced skills (programming etc.). Describe your computer skills and competences, e.g.:</p> <ul style="list-style-type: none"> - good command of Microsoft Office™ tools (Word™, Excel™ and PowerPoint™); - basic knowledge of graphic design applications (Adobe Illustrator™, PhotoShop™). <p>Notes:</p> <ul style="list-style-type: none"> - computer skills and competences can be assessed and be recognised through the European computer driving licence (ECDL), an internationally-recognised standard of competence certifying that the holder has the knowledge and skill needed to use the most common computer applications efficiently and productively; - for more information regarding ECDL, go to: http://www.ecdl.com/main/region_eur.php
<p>Artistic skills and competences (remove if not relevant)</p>	<p>State here your artistic skills and competences which are an asset (music; writing; design, etc.) e.g.:</p> <p>carpentry</p> <p>Specify in what context they were acquired (through training, work, seminars, voluntary or leisure activities, etc.).</p>
<p>Other skills and competences (remove if not relevant)</p>	<p>State here any other skill(s) and competence(s) which are an asset and are not mentioned under earlier headings (hobbies; sports, positions of responsibility in voluntary organisations), e.g.:</p> <ul style="list-style-type: none"> - trekking <p>Specify in what context they were acquired (through training, work, voluntary or leisure activities, etc.).</p>
<p>Driving licence(s) (remove if not relevant)</p>	<p>State here whether you hold a driving licence and, if so, for which category of vehicle, e.g.:</p> <p>Category B</p>

Figure 10: Europass CV Technical, Computer, Artistic, Other skills and Driving licence(s)
(© European Communities)

2.1.7 7 – Additional information

<p>Additional information (remove if not relevant)</p>	<p>State here any other information which you think relevant (publications or research; membership of professional organisations, military information [if you judge it important to specify that you have completed military service], marital status [if you judge it important to specify], contact persons or referees [name, job title, contact address, see note below]), e.g.:</p> <p>Publication Article: Molecular characterisation of a H3o-loaded brain cell, Immunology Quarterly, New York, 02/2002</p> <p>Notes:</p> <ul style="list-style-type: none"> - do not give the address of a contact person without obtaining his/her formal agreement; it is preferable to state 'References supplied on request' in order not to overload the curriculum vitae; - where appropriate, provide a brief description of your publications or research; specify the type of document (thesis, article, report, etc.).
---	--

Figure 11: Europass CV Additional Information (© European Communities)

2.1.8 8 – Annexes

<p>Annexes (remove if not relevant)</p>	<p>List any items attached to the CV, e.g.:</p> <ul style="list-style-type: none"> - copies of degrees and other qualifications, including any certificates issued at the end of training courses which did not lead to a formal qualification; - testimonial of employment or work placement; - publications or research; etc. <p>Notes:</p> <ul style="list-style-type: none"> - list the items in a logical order (e.g., place degrees or testimonials of employment together, numbering them if required) to help the reader; - never send originals of degree or qualification certificates as these might be lost; photocopies are adequate.
--	--

Figure 12: Europass CV Annexes (© European Communities)

2.2 Europass CV Information Model

The information model of the Europass CV is divided in eight sections and will be the basis for the Europass/Europortfolio application profile. The table shows a summary of the elements of Europass CV and their localized application.

The information in **red color** is related to new information included in Europass V2 model (November 2008).

Table 1: Europass CV Information Model

No	Name	French Name	Req. ³	Max Occur ⁴	Notes
1	Personal information	<i>Informations personnelles</i>	M	1	This section contains information about the owner of the CV or at least one ID for data-mining purpose.
1.1	Surname(s) / First name(s)	<i>Nom(s) / Prénom(s)</i>	O	U	
1.2	Address(es)	<i>Adresse(s)</i>	O	U	This section has been enhanced in the Cedefop Europass XML binding 1.2 to ease mapping with HR-XML.
1.3	Telephone(s)	<i>Téléphone(s)</i>	O	U	
1.4	Fax(es)	<i>Télécopie(s)</i>	O	U	
1.5	E-mail(s)	<i>Courrier(s) électronique(s)</i>	O	U	
1.6	Nationality(-ies)	<i>Nationalité(s)</i>	O	U	
1.7	Date of birth	<i>Date de naissance</i>	O	1	
1.8	Gender	<i>Sexe</i>	O	1	
1.9	Photo	<i>Photo</i>	O	1	
2	Desired employment / Occupational field	<i>Emploi recherché / Domaine de compétence</i>	O	1	This section describes the desired employment or the occupational field
2.1	Code	<i>Codification</i>	O	1	ISCO 88 Com list is used. Cedefop has edited the list further to provide a 5 th level
2.2	Label	<i>Label / description textuelle</i>	M	1	
3	Work experience	<i>Expérience professionnelle</i>	O	U	This section describes the work experience.
3.1	Dates	<i>Dates</i>	M	2	Min=1, Max=2
3.2	Occupation or position held	<i>Fonction ou poste occupé</i>	M	1	
3.2.1	Code	<i>Codification</i>	O	1	ISCO 88 Com list is used. Cedefop has edited the list further to provide a 5 th level
3.2.2	Label	<i>Label / Description</i>	M	1	
3.3	Main activities and responsibilities	<i>Principales activités ou responsabilités</i>	O	1	
3.4	Name of employer	<i>Nom de l'employeur</i>	O	1	
3.5	Address of employer	<i>Adresse de l'employeur</i>	O	1	

³ Indicates whether a data element is mandatory (M), optional (O) or not applicable (NA).

⁴ Maximum occurrences, number or Unbounded (U)

No	Name	French Name	Req. ³	Max Occur ⁴	Notes
3.6	Type of business or sector	<i>Type ou secteur d'activité</i>	O	1	
3.6.1	Code	<i>Codification</i>	O	1	The first level of NACE list of business sector is used here
3.6.2	Label	<i>Label / Description</i>	M	1	
4	Education and training	<i>Education et formation</i>	O	U	This section describes study contents and results.
4.1	Dates	<i>Dates</i>	M	2	Min=1, Max=2
4.2	Title of qualification awarded	<i>Intitulé du certificat ou diplôme délivré</i>	M	1	
4.3	Principal subjects / occupational skills covered	<i>Principales matières / compétences professionnelles couvertes</i>	O	1	
4.4	Name of organization providing education and training	<i>Nom de l'établissement d'enseignement ou de formation</i>	O	1	
4.5	Address of organisation	<i>Adresse de l'organisation</i>	O	1	
4.6	Type of organisation	<i>Type de l'organisation</i>	O	1	
4.7	Level in national or international classification	<i>Niveau dans la classification nationale ou internationale</i>	O	1	
4.7.1	Code	<i>Codification</i>	O	1	The ISCED 1997 list of educational levels is used here
4.7.2	Label	<i>Label / Description</i>	M	1	Should be something like "ISCED 'level'" when the code is used
4.8	Educational Field	<i>Champs d'éducation</i>	O	1	
4.8.1	Code	<i>Codification</i>	O	1	The ISCED 1997 list of educational levels and especially the second field classification (2 digit code) is used here
4.8.2	Label	<i>Label / Description</i>	M	1	
5	Personal skills and Competences (language part)	<i>Aptitudes et compétences personnelles</i>	O	U	This section describes language competency based on CEF Model
5.1	Mother tongue(s)	<i>Langue(s) maternelle(s)</i>	O	U	
5.2	Other language(s)	<i>Autre(s) langue(s)</i>	O	U	
6	Personal skills and Competences (others parts)	<i>Aptitudes et compétences personnelles</i>	O	U	This section describes personal skills and competences.
6.1	Social skills and competences	<i>Aptitudes et compétences sociales</i>	O	U	
6.2	Organisational skills and competences	<i>Aptitudes et compétences organisationnelles</i>	O	U	
6.3	Technical skills and competences	<i>Aptitudes et compétences techniques</i>	O	U	
6.4	Computer skills and competences	<i>Aptitudes et compétences informatiques</i>	O	U	
6.5	Artistic skills and competences	<i>Aptitudes et compétences artistiques</i>	O	U	
6.6	Others skills and competences	<i>Autres aptitudes et compétences</i>	O	U	
6.7	Driving licence(s)	<i>Permis de conduire</i>	O	U	Since v2 of Europass CV the Driving licence(s) is using a structure element (including

No	Name	French Name	Req. ³	Max Occur ⁴	Notes
					all diving licences references)
7	Additional information	<i>Informations complémentaires</i>	O	U	This section can contain additional information.
7.1	Description	<i>Description</i>	M	1	
8	Annexes	<i>Annexes</i>	O	U	This section can contain annexes.
8.1	Description	<i>Description</i>	M	1	

3 HR-XML MAPPING OF THE INFORMATION MODEL

The base specification used from the HR-XML v3.0 specifications is: **Candidate**.

Important Notice: This profile, since v2.0.3.0, will be based on the new v3.0 release of the HR-XML Specifications. These new specifications break compatibility with previous releases of the HR-XML specifications, this impact this profile which also break backward compatibility with the previous releases.

The main sub elements used are:

- ❑ <ProcessingInformation> (to identify that this profile is based on Europass CV model)
- ❑ <DataCapture> (to identify which system has produce this instance of the Europass CV: Cedefop CV Editor, CVTranscoding web service, Wordpress CV Plugin...)
- ❑ <CandidatePerson> (name, contact and demographics info that aren't present in CandidateProfile part such as: Mother tongue, Gender, Date of birth, Nationalities)
- ❑ <CandidateProfile> with some of its child elements:
 - <CandidateObjective> (for the "Goal" part, section 2, of the Europass CV)
 - <EmploymentHistory> (Work Experience part of Europass CV)
 - <EducationHistory> (Education and training part of Europass CV)
 - <PersonQualifications><PersonCompetency> (For the Personal skills and competencies of the Europass CV, in a next release of HR-XML specifications, it may be possible to use the competency element in a more elegant place not related to 'PersonQualifications').
 - <Attachment><oa:Description> (For the Additional information part of the Europass CV)
 - <Attachment> (For the Annexes part of the Europass CV)

Implementers must support all element used in this profile (elements used in the following table).

Table 2: Mapping of Europass CV application profile to HR-XML Candidate

No	Name in Europass CV	HR-XML Candidate element
1	Personal information	<CandidatePerson> and <CandidateProfile><Attachment>
1.1	Surname(s) / First name(s)	<PersonName>
1.2	Address(es)	<Communication><Address type="Residence">
1.2.1	addressLine	<Communication><Address><oa:AddressLine sequence="1">
1.2.2	Postalcode	<Communication><Address><oa:PostalCode>
1.2.3	municipality	<Communication><Address><oa:CityName>
1.2.4	Country	<Communication><Address><CountryCode> and <Communication><Address><UserArea><europass:CountryLabel>
1.2.4.1	Code	<Communication><Address><CountryCode>
1.2.4.2	Label	<Communication><Address><UserArea><europass:CountryLabel>
1.3	Telephone(s)	<Communication><ChannelCode>Telephone
1.4	Fax(es)	<Communication><ChannelCode>Fax
1.5	E-mail(s)	<Communication><ChannelCode>Email
1.6	Nationality(-ies)	<NationalityCode> and <UserArea><europass:NationalityLabel>
1.6.1	Code	<NationalityCode>
1.6.2	Label	<UserArea><europass:NationalityLabel>
1.7	Date of birth	<BirthDate>
1.8	Gender	<GenderCode>
1.9	Photo	<Attachment><AttachmentID>Photo</AttachmentID><oa:EmbeddedData>
2	Desired employment / Occupational field	<CandidateProfile><CandidateObjective>
2.1	Code	<CandidateProfile><CandidatePositionPreferences><JobCategory><JobCategoryCode>
2.2	Label	<CandidateProfile><CandidatePositionPreferences><JobCategory><oa:Description> or <CandidateProfile><CandidateObjective> (if no code provided)
3	Work experience	<CandidateProfile><EmploymentHistory><EmployerHistory>
3.1	Dates	<EmploymentPeriod><StartDate> and <EmploymentPeriod><EndDate> or <EmploymentPeriod><CurrentIndicator>true</CurrentIndicator>
3.2	Occupation or position held	<PositionHistory><PositionTitle> and <PositionHistory><JobCategoryCode>
3.2.1	Code	<PositionHistory><JobCategoryCode>
3.2.2	Label	<PositionHistory><PositionTitle>
3.3	Main activities and responsibilities	<PositionHistory><oa:Description>
3.4	Name of employer	<OrganizationName>
3.5	Address of employer	<OrganizationContact><Communication><Address>
3.6	Type of business or sector	<IndustryCode> and <UserArea><europass:IndustryCodeLabel>
3.6.1	Code	<IndustryCode>

No	Name in Europass CV	HR-XML Candidate element
3.6.2	Label	<UserArea><europass:IndustryCodeLabel>
4	Education and training	<CandidateProfile><EducationHistory> <EducationOrganizationAttendance>
4.1	Dates	<AttendancePeriod><StartDate> and <AttendancePeriod><EndDate> or <AttendancePeriod><CurrentIndicator>true</CurrentIndicator>
4.2	Title of qualification awarded	<EducationDegree><DegreeName>
4.3	Principal subjects / occupational skills covered	<EducationDegree><Comments>
4.4	Name of organization providing education and training	<OrganizationName>
4.5	Address of organisation	<OrganizationContact><Communication><Address>
4.6	Type of organisation	<UserArea><europass:OrganizationType>
4.7	Level in national or international classification	<EducationLevelCode> and <UserArea><europass:EducationLevelLabel>
4.7.1	Code	<EducationLevelCode>
4.7.2	Label	<UserArea><europass:EducationLevelLabel>
4.8	Educational Field	<EducationDegree><UserArea><europass:DegreeClassification>
4.8.1	Code	<europass:Id>
4.8.2	Label	<europass:Description>
5	Personal skills and Competencies (language part)	<CandidateProfile><PersonQualifications> and <CandidatePerson><PrimaryLanguageCode> with <CandidatePerson><UserArea><europass:PrimaryLanguageLabel>
5.1	Mother tongue(s)	<CandidatePerson><PrimaryLanguageCode> and <CandidatePerson><UserArea><europass:PrimaryLanguageLabel>
5.2	Other language(s)	<CandidateProfile><PersonQualifications><PersonCompetency> <CompetencyID>Europass-LanguageSkills
6	Personal skills and Competencies (others parts)	<CandidateProfile><PersonQualifications><PersonCompetency> <CompetencyID>@schemeName=Europass-CV-Skills and <CandidateProfile><Licenses>
6.1	Social skills and competencies	<CompetencyID>social
6.2	Organisational skills and competencies	<CompetencyID>organizational
6.3	Technical skills and competencies	<CompetencyID>technical
6.4	Computer skills and competencies	<CompetencyID>computer
6.5	Artistic skills and competencies	<CompetencyID>artistic
6.6	Others skills and competencies	<CompetencyID>other
6.7	Driving licence(s)	<Licenses><License><LicenseTypeCode>Europass Cedefop Driving Licences
7	Additional information	<CandidateProfile><Attachment><AttachmentID>ResumeAdditionalItem
7.1	Description	<CandidateProfile><Attachment><oa:Description>
8	Annexes	<CandidateProfile><Attachment><AttachmentID>ResumeAnnexe
8.1	Description	<DocumentTitle> and <oa:EmbeddedData> or <oa:URI>

General remarks

1/ Specific Vocabulary

In this release the only specific vocabulary elements and attributes are given in the *Competency* part (see the related section 4.8).

2/ Relationship

At this time the only relations that could be established are between information using the <Attachment> element (such as user photo, annexes...) with others elements present in the CV using an XPATH expression in the “AttachmentXPath” sub-element.

Other relationship supports are added in the complementary document “Extensions for Europass / Europortfolio CV HR-XML Application Profile” to benefit from new possibilities of HR-XML specifications v3, especially link with other information in the context of ePortfolio.

3/ Encoding

The recommended encoding for Europass CV is UTF-8

4/ Extended characters and HTML tags

As suggested in the HR-XML SEP document (http://ns.hr-xml.org/2_5/HR-XML-2_5/SEP/StaffingExchangeProtocol.html#_Toc151532793) it is recommended to use CDATA section for string data which used HTML tags or specific extended character for non English language.

5/ Internationalisation

Several translation of the CV could be done using a different <CandidateProfile> element for each of them. <oa:Description> element also support an optional “languageID” attribute that is recommended to be use even if only one translation is provided. Regarding the CV owner information provided in the <CandidatePerson> element (which is unique within a Candidate CV) it is possible to use the <UserArea><europass:NationalityLabel> “xml:lang” and <UserArea><europass:PrimaryLanguageLabel> “xml:lang” attributes to give information about the language used.

Further work (v2)

- Review IEEE RDC standard usage in this profile.
- Optional HR-XML Candidate elements usage for Higher Education / Researcher and for ePortfolio needs as well as other relationship supports are added in the complementary document “Extensions for Europass / Europortfolio CV HR-XML Application Profile” to benefits from possibilities of the new HR-XML specifications v3.
- Usage of Europortfolio IMS eP Content Package Application Profile to be able to package in a ZIP file one or several Europass CV and all related materials usefull for CV review and competency management (evidences, reflexions, external comments, documents...).

4 HR-XML DETAILED BINDING

Modelling Europass CV within a HR-XML Candidate structure is not so easy, we provide here the XML binding with an example of an Irish Europass CV example from Europass Website.

All information in *italics* on the following tables shows modifications on the base schema (usage recommendation and cardinality).

RESTRICTIVE APPLICATION PROFILE

This application profile is a restrictive one, so it helps to maintain conformance with the base specifications used.

Implementers should support all element marked in this profile as Recommended (elements in bold in the following tables), some others are clearly mentioned as optional.

The elements marked as 'Not Used' won't be used for conformance testing purpose but could be part of any implementation.

The elements marked as 'Not Allowed' mustn't be use in system implementing this application profile. The non presence of these elements will be included in conformance testing.

4.1 HR-XML candidate main structure

This is the main element to bind all the Europass CV information. It could be seen as the container. The three main elements used are DataCapture (to store the last CV update date), CandidatePerson (to store personal information) and CandidateProfile (to store all other CV information).

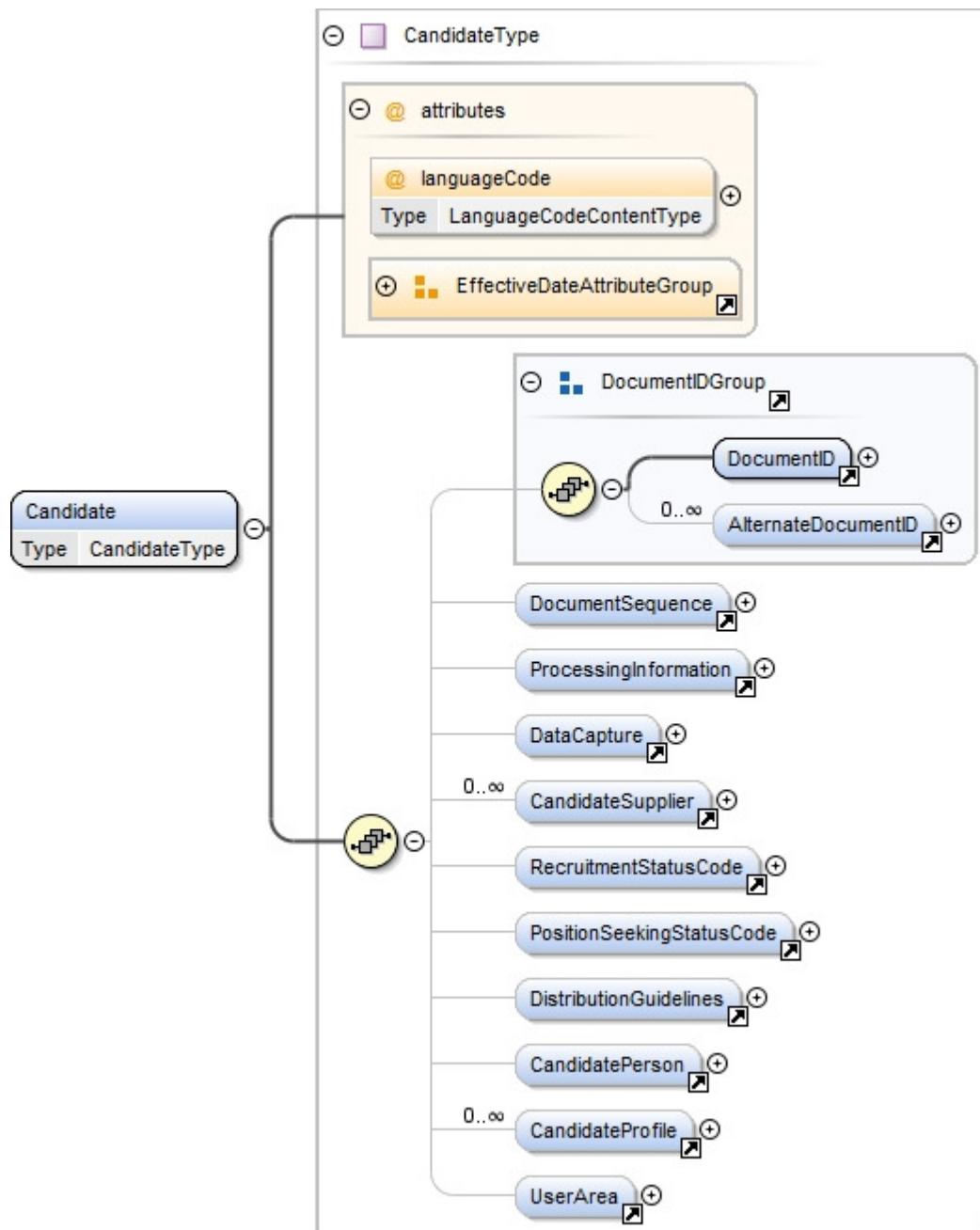


Figure 13: HR-XML Candidate main elements (© HR-XML Consortium)

Candidate	Recommended / Optional / Not Used / Not Allowed	Minoccur	Maxoccur
DocumentID	O	0	1
AlternateDocumentID	NU	0	1
DocumentSequence	NU	0	1
ProcessingInformation	O	0	1
DataCapture	R	0	1
CandidateSupplier	NU	0	Unbounded
RecruitmentStatusCode	NU	0	1
PositionSeekingStatusCode	NU	0	1
DistributionGuidelines	NU	0	Unbounded
CandidatePerson	R	0	1
CandidateProfile	R	0	Unbounded
UserArea	NU	0	1

Table 3: Modifications on HR-XML Candidate

Example:

```
<?xml version="1.0" encoding="UTF-8"?>
<Candidate xmlns="http://www.hr-xml.org/3" xmlns:europass="europass"
  xmlns:ccts="urn:un:unece:uncefact:documentation:1.1"
  xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
  xmlns:oa="http://www.openapplications.org/oagis/9"
  xsi:schemaLocation="http://www.hr-xml.org/3
  ../Developer/Nouns/Candidate.xsd" languageCode="fr">
  <DataCapture>
    <FormattedDateTime>2009-04-27</FormattedDateTime>
  </DataCapture>
  <CandidatePerson>
    ...
  </CandidatePerson>
  <CandidateProfile>
    ...
  </CandidateProfile>
</Candidate>
```

4.2 Some processing information: Candidate : DataCapture

DataCapture is used to manage the date and time of the last modification related to the europass CV.

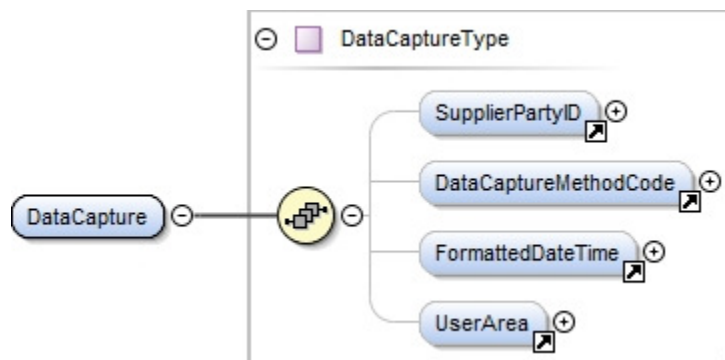


Figure 14: HR-XML Candidate main elements (© HR-XML Consortium)

DataCapture	Recommended / Optional / Not Used	Minoccur	Maxoccur
SupplierPartyID	<i>NU</i>	0	1
DataCaptureMethodCode	<i>NU</i>	0	1
FormattedDateTime	R	0	1
UserArea	<i>NU</i>	0	1

Table 4: Modifications on DataCapture element

Example:

```
<?xml version="1.0" encoding="UTF-8"?>
<Candidate xmlns="http://www.hr-xml.org/3" xmlns:europass="europass"
  xmlns:ccts="urn:un:unece:uncefact:documentation:1.1"
  xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
  xmlns:oa="http://www.openapplications.org/oagis/9"
  xsi:schemaLocation="http://www.hr-xml.org/3
  ../Developer/Nouns/Candidate.xsd" languageCode="fr">
  <DataCapture>
    <FormattedDateTime>2009-04-27</FormattedDateTime>
  </DataCapture>
  <CandidatePerson>
  ...
  </CandidatePerson>
  <CandidateProfile>
  ...
  </CandidateProfile>
</Candidate>
```

4.3 Europass CV Section 1 “Personal Information” (Candidate : CandidatePerson)

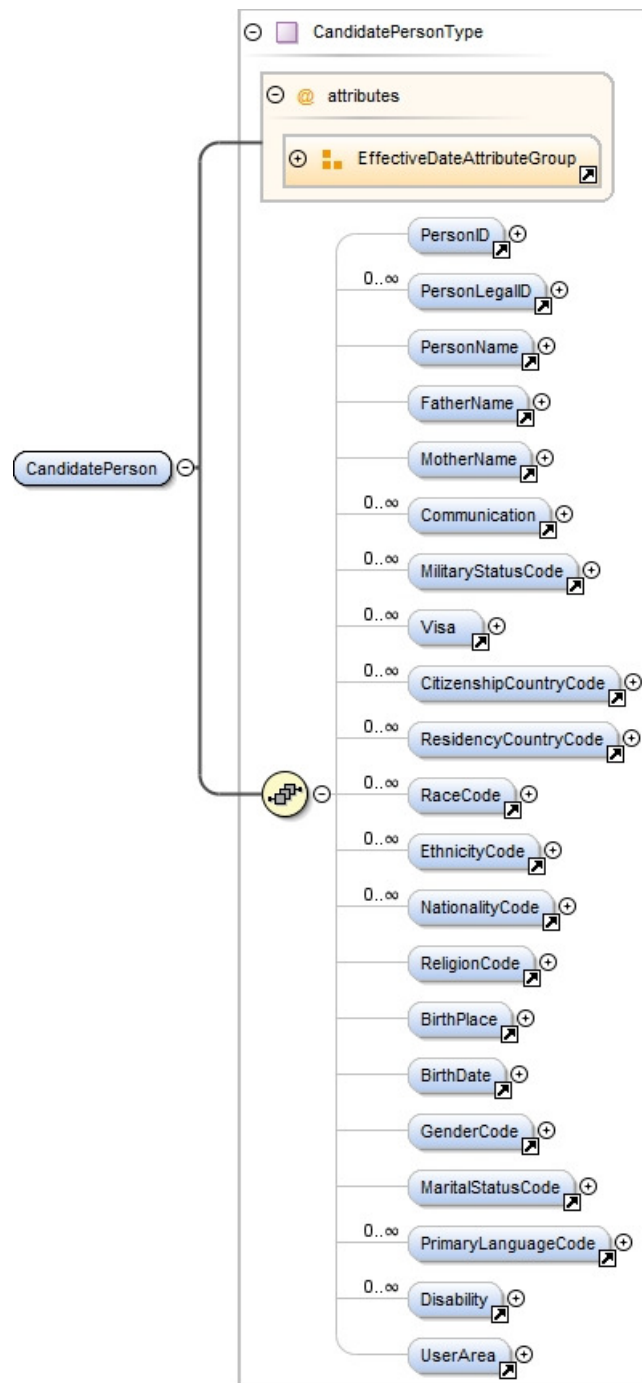


Figure 15: CandidatePerson (© HR-XML Consortium)

Candidate CandidatePerson	Recommended / Optional / Not Used	Minoccur	Maxoccur
PersonId	<i>NU</i>	0	1
PersonLegalId	<i>NU</i>	0	Unbounded
PersonName	R	0	1
FatherName	<i>NU</i>	0	1
FatherName	<i>NU</i>	0	1
Communication	R	0	Unbounded
MilitaryStatusCode	<i>NU</i>	0	Unbounded
Visa	<i>NU</i>	0	Unbounded
CitizenshipCountryCode	<i>NU</i>	0	Unbounded
ResidencyCountryCode	<i>NU</i>	0	Unbounded
RaceCode	<i>NU</i>	0	Unbounded
EthnicityCode	<i>NU</i>	0	Unbounded
NationalityCode	R	0	Unbounded
ReligionCode	<i>NU</i>	0	1
BirthPlace	<i>NU</i>	0	1
BirthDate	R	0	1
GenderCode	R	0	1
MaritalStatusCode	<i>NU</i>	0	1
PrimaryLanguageCode	R	0	Unbounded
Disability	<i>NU</i>	0	Unbounded
UserArea	R	0	1

Table 5: Modifications on CandidatePerson

Example:

```
<?xml version="1.0" encoding="UTF-8"?>
<Candidate xmlns="http://ns.hr-xml.org/2007-04-15"
  xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
  xsi:schemaLocation="http://ns.hr-xml.org/2007-04-15 http://ns.hr-
xml.org/2_5/HR-XML-2_5/SEP/Candidate.xsd" xml:lang="fr-FR">
  <CandidateProfile xml:lang="fr">
    <ProfileName>Europass CV</ProfileName>
  ...
  </CandidateProfile>
</Candidate>
```

4.3.1 PersonalData : PersonName

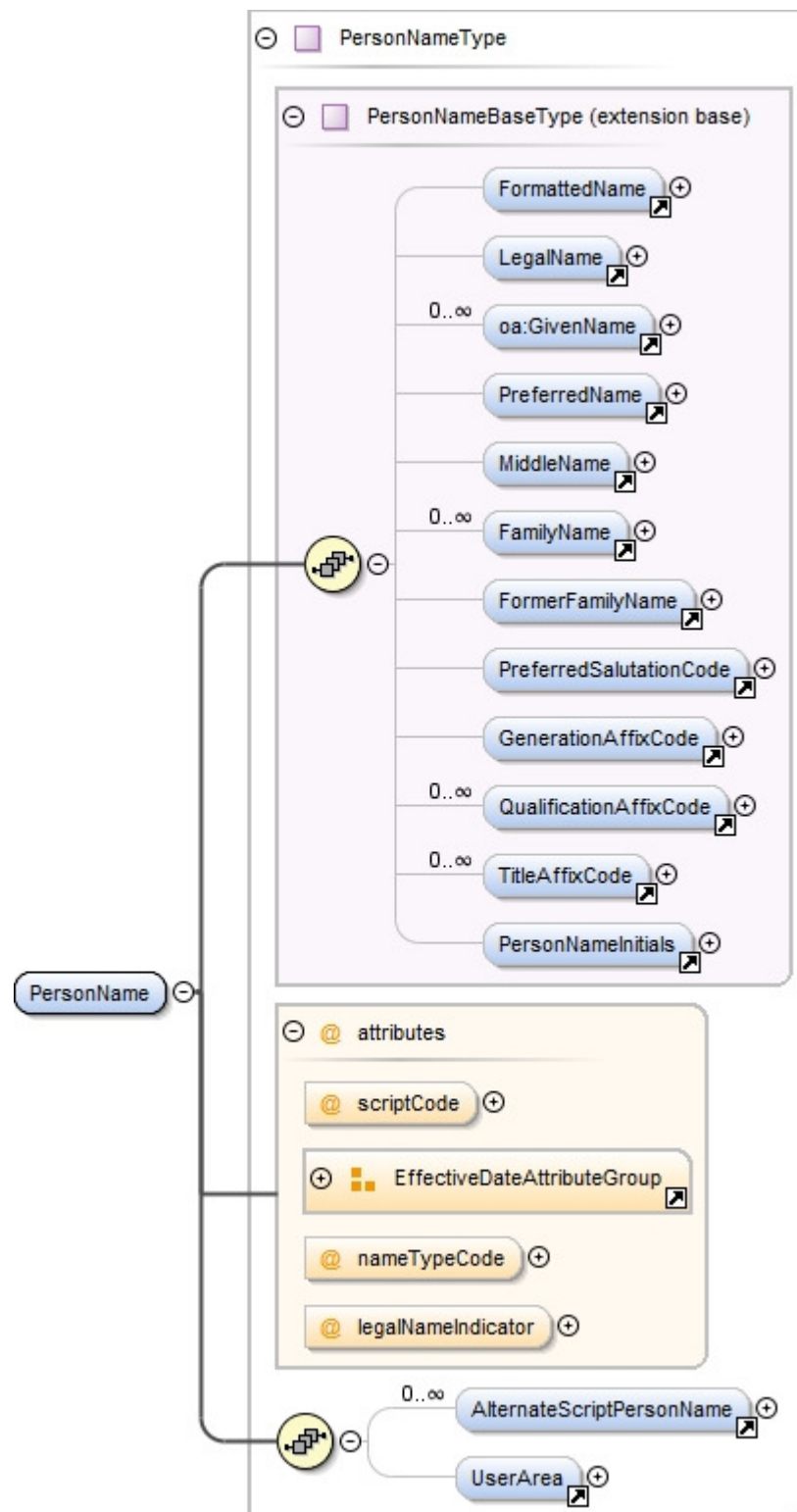


Figure 16: ContactInfo : PersonName (© HR-XML Consortium)

<PersonName> structure is used for 2 elements of EuropassCV :

1-1 Family Name

1-1 Given Name

ContactInfo PersonName	Recommended / Optional / Not Used	Minoccur	Maxoccur
FormattedName	R	0	1
LegalName	<i>NU</i>	0	1
oa:GivenName	R	0	Unbounded
PreferredName	<i>NU</i>	0	1
MiddleName	<i>NU</i>	0	1
FamilyName	R	0	1
FormerFamilyName	<i>NU</i>	0	1
PrefferedSalutationCode	<i>NU</i>	0	1
GenerationAffixCode	<i>NU</i>	0	1
QualificationAffixCode	<i>NU</i>	0	Unbounded
TitelAffixCode	<i>NU</i>	0	Unbounded
PersonNameInitials	<i>NU</i>	0	1
AlternateScriptPersonName	<i>NU</i>	0	Unbounded
UserArea	<i>NU</i>	0	1

Table 6: Modifications on PersonalData PersonName element

Example:

```

...
    <PersonName>
      <FormattedName>Firstname Lastname</FormattedName>
      <oa:GivenName>Firstname</oa:GivenName>
      <FamilyName>Lastname</FamilyName>
    </PersonName>
...

```

4.3.2 PersonalData : Communication

Contact info (telephone, fax, mobile, email, web) and address of the owner of the CV.

For the moment mobile and web information are not included in the Europass CV paper model but they are allowed in the HR-XML binding as optional elements in order to support them whit CV transformation based on GermanCV, iProfile or CVUniversel XML bindings.

The Country Code in the address is based on ISO 3166 standard (FR, GB, DE...)

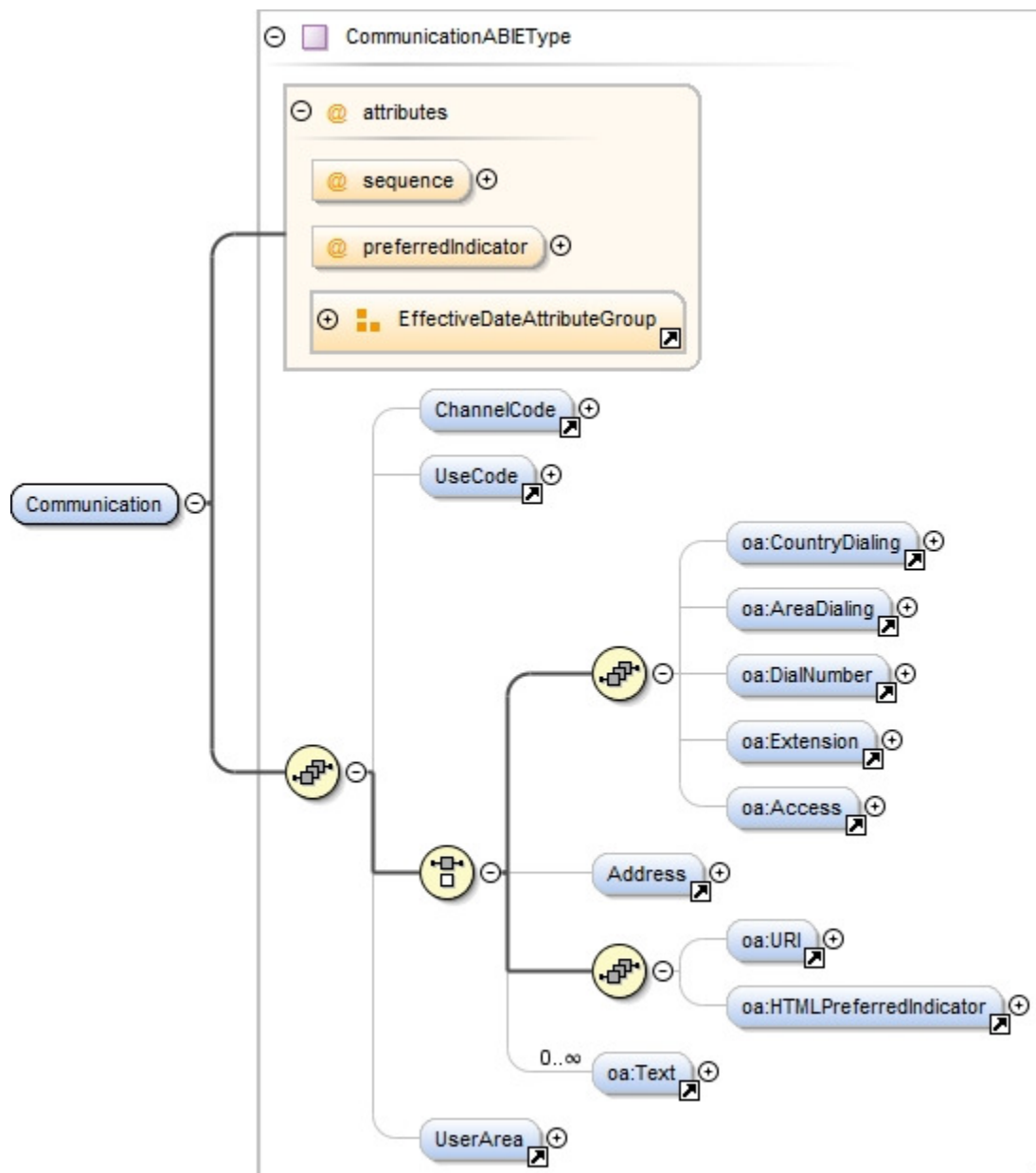


Figure 17: ContactInfo : Communication (© HR-XML Consortium)

<Communication> structure is used for several elements of EuropassCV :

1-2 Address (es)

1.3 Telephone(s)

1.4 Fax(es)

1.5 Emails

Extension:

It also adds the support of mobile phone and web links which are not present in the based Europass CV schema.

Structure:

ChannelCode describes the type of communication (Telephone, Mobile Phone, Fax, Email, Web).

UseCode could describe the context (Personal, Professional)

ContactInfo Communication	Recommended / Optional / Not Used	Minoccur	Maxoccur
ChannelCode	R	0	1
UseCode	R	0	1
oa:CountryDialing	<i>NU</i>	0	1
oa:AreaDialing	<i>NU</i>	0	1
oa:DialNumber	R	0	1
oa:Extension	<i>NU</i>	0	1
oa:Access	<i>NU</i>	0	1
Address	R	0	1
oa:URI	R	0	1
oa:HTMLPreferredIndicator	<i>NU</i>	0	1
oa:Text	<i>NU</i>	0	Unbounded
UserArea	<i>NU</i>	0	1

Table 7: Modifications on PersonalData Communication element

Example:

```
...
<Communication>
  <Address type="Residence">
    <oa:AddressLine sequence="1">myaddress</oa:AddressLine>
    <oa:CityName>mycity</oa:CityName>
    <CountryCode>FR</CountryCode>
    <oa:PostalCode>29630</oa:PostalCode>
    <UserArea>
      <europass:CountryLabel xml:lang="fr">France</europass:CountryLabel>
    </UserArea>
  </Address>
</Communication>
<Communication>
  <ChannelCode>Telephone</ChannelCode>
  <UseCode>Personal</UseCode>
  <oa:DialNumber>330620202020</oa:DialNumber>
</Communication>
<Communication>
  <ChannelCode>MobileTelephone</ChannelCode>
  <UseCode>Personal</UseCode>
  <oa:DialNumber>330620202021</oa:DialNumber>
</Communication>
<Communication>
  <ChannelCode>Email</ChannelCode>
  <UseCode>Personal</UseCode>
  <oa:URI>mymail@eife-l.org</oa:URI>
</Communication>
<Communication>
  <ChannelCode>Web</ChannelCode>
  <UseCode>Professional</UseCode>
  <oa:URI>http://www.eife-l.org</oa:URI>
</Communication>
...
```

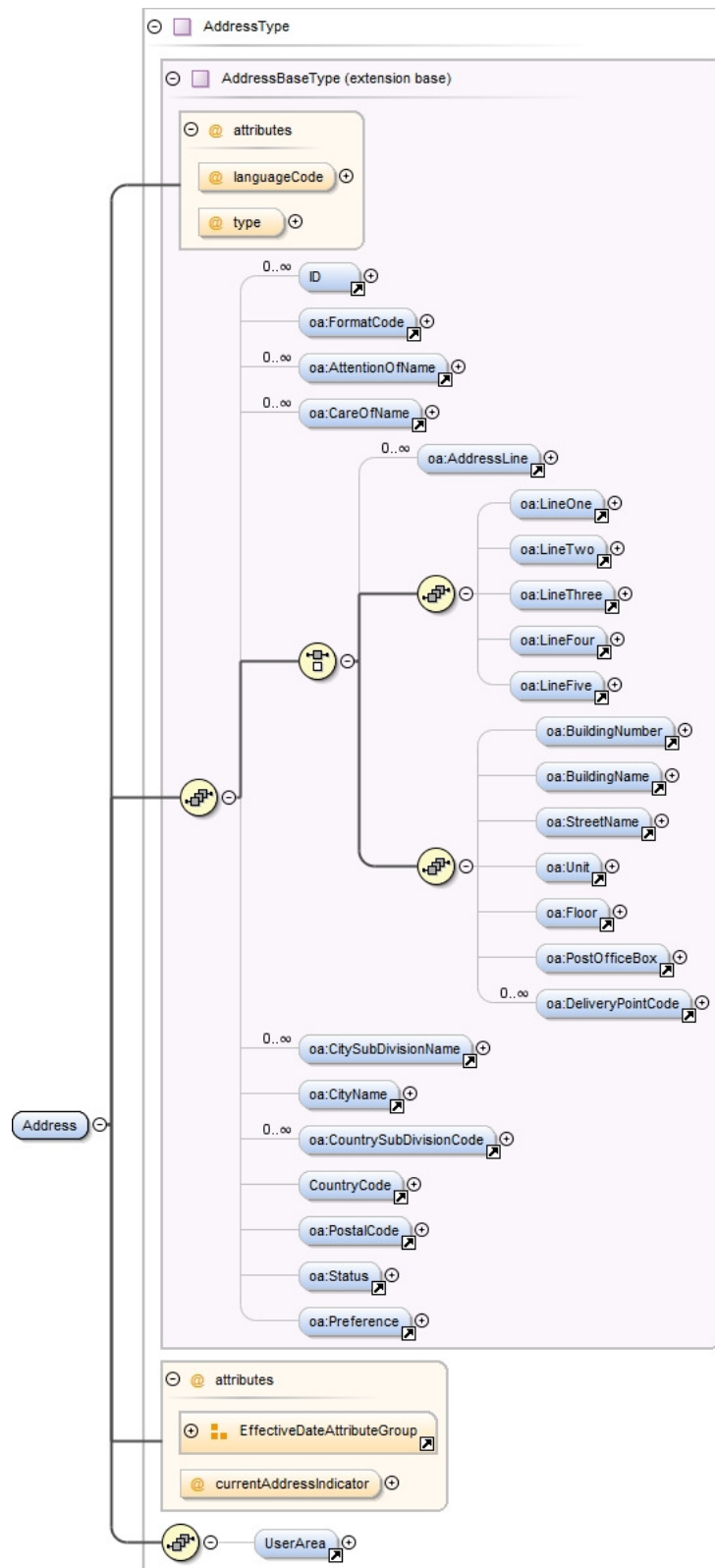


Figure 18: ContactInfo : Communication : Address (© HR-XML Consortium)

Due to the long list of elements within the Address element we only provide below the short list of recommended elements.

ContactInfo Communication Address	Recommended	Minoccur	Maxoccur
oa:AddressLine	R	0	Unbounded
oa:CityName	R	0	1
CountryCode (* is related to an additional UserArea see below)	R	0	Unbounded
oa:PostalCode	R	0	1
UserArea	R	0	1

Table 8: Modifications on Address element

Example:

```

<Address type="Residence">
  <oa:AddressLine
sequence="1">myaddress</oa:AddressLine>
  <oa:CityName>mycity</oa:CityName>
  <CountryCode>FR</CountryCode>
  <oa:PostalCode>29630</oa:PostalCode>
  <UserArea>
    <europass:CountryLabel
xml:lang="fr">France</europass:CountryLabel>
    </UserArea>
  </Address>

```

4.3.3 CandidatePerson, other personal information sub elements

Several simple sub-elements of the <CandidatePerson> structure are also used for fourth other elements of the identification part of the Europass CV :

- 1-6 nationality(ies) (using simple code: FR, DE, GB...): using <NationalityCode> and <UserArea><NationalityLabel> to support the corresponding label as written by the CV owner in his/her Europass.
- 1-7 date of birth: using <BirthDate> (FormattedDateTime, the required structure is “YYYY-MM-DD” (1972-07-22), in addition an optional time could be added using the structure “THH:MM:SS” 1972-07-22T02:25:10)
- 1-8 gender: using <GenderCode> (Accepted values: NotKnown, Male, Female, NotSpecified which could be mapped to the following Europass CV values: NA, M, F)
- 5-1 Mother tongue(s) (using simple code: FR, DE...) using <PrimaryLanguageCode> and <UserArea><PrimaryLanguageLabel> to support the corresponding label as written by the CV owner in his/her Europass.

Nationality(ies) and mother tongue(s) are based on Internet Engineering Task Force (IETF) RFCs 4646 and RFC 4647 for language tags. This tag system is extensible to region, dialect, and private designations. The IANA Language Subtag Registry is a source of the tag values. See <http://www.iana.org/assignments/language-subtag-registry> This is implemented as an HR-XML Open List. Additional values are permitted.

The order of the elements in this sequence must be respected for XML validation.

<UserArea> Structure:

If there are several nationalities or mother tongues, an xpath attribute should be used to give the reference to the corresponding code. The classical xml:lang attribute should also be used to indicate the corresponding language/translation).

CandidatePerson	Recommended	Minoccur	Maxoccur
NationalityCode	R	0	Unbounded
BirthDate	R	0	1
GenderCode	R	0	1
PrimaryLanguageCode	R	0	Unbounded
UserArea	R	0	1

Table 9: CandidatePerson element usage for other personal information

Example:

```

                <Address type="Residence">
...
    <CandidatePerson>
        ...
        <NationalityCode>FR</NationalityCode>
        <NationalityCode>DE</NationalityCode>
        <BirthDate>1997-02-02</BirthDate>
        <GenderCode>Male</GenderCode>
        <PrimaryLanguageCode>FR</PrimaryLanguageCode>
        <UserArea>
            <europass:NationalityLabel xpath="NationalityCode[1]"
xml:lang="fr"
                >France</europass:NationalityLabel>
            <europass:NationalityLabel xpath="NationalityCode[2]"
xml:lang="fr"
                >Allemagne</europass:NationalityLabel>
            <europass:PrimaryLanguageLabel
xml:lang="fr">Français</europass:PrimaryLanguageLabel>
        </UserArea>
    </CandidatePerson>
...

```

4.3.4 Details for Europass CV Owner photo support: Attachment

Europass CV implementation from Cedefop is embedded the photo as a binary 64 encoded string in their Europass XML binding.

In order to support this, it is possible to use the `<oa:EmbeddedData>` sub element of the `<Attachment>` element. The `<AttachmentXPath>` sub element should include the value `"/Candidate/CandidatePerson"` in order to refer to the corresponding user personal information. In case there are several attachments with the same XPath value, then additional information should be provided, that's why it is highly recommended to use the following "Photo" value for the AttachmentID value.

See section 4.9 for more information about the Attachment structure and how to use it for annexes.

Example:

```

<Candidate>
...
    <CandidateProfile>
        ...
        <Attachment>
            <AttachmentID>Photo</AttachmentID>
            <oa:EmbeddedData mimeType="img/jpeg"
format="base64Binary"
            >/9j/4AAQSkZJRgABAQAAQABA...BRRRQB//2Q==</oa:EmbeddedData>
            <DocumentTitle>Photo</DocumentTitle>

            <AttachmentXPath>/Candidate/CandidatePerson</AttachmentXPath>
        </Attachment>
        ...
    </CandidateProfile>
</Candidate>

```

4.4 CandidateProfile

The other main structure from HR-XML v3 schemas used for the Europass CV application profile is the <CandidateProfile>. We provide below an overview of the structure of this element and the corresponding modifications/recommendations.

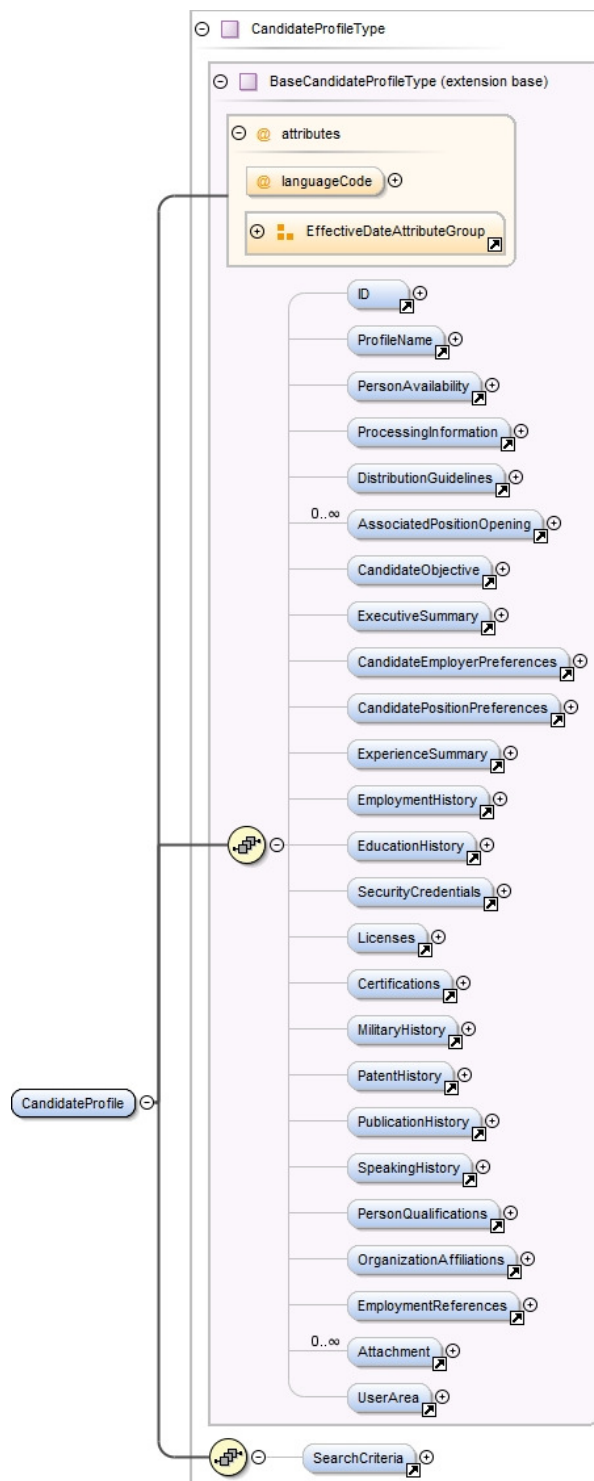


Figure 19: CandidateProfile (© HR-XML Consortium)

CandidateProfile	Recommended / Optional / Not Used	Minoccur	Maxoccur
ID	<i>O</i>	0	1
ProfileName	<i>O</i>	0	1
PersonAvailability	<i>O</i>	0	1
ProcessingInformation	<i>O</i>	0	1
DistributionGuidelines	<i>NU</i>	0	1
AssociatedPositionOpening	<i>NU</i>	0	Unbounded
CandidateObjective	R	0	1
ExecutiveSummary	<i>O</i>	0	1
CandidateEmployerPreferences	<i>NU</i>	0	1
CandidatePositionPreferences	R	0	1
ExperienceSummary	<i>O</i>	0	1
EmploymentHistory	R	0	1
EducationHistory	R	0	1
SecurityCredentials	<i>NU</i>	0	1
Licenses	R	0	1
Certifications	<i>O</i>	0	1
MilitaryHistory	<i>O</i>	0	1
PatentHistory	<i>O</i>	0	1
PublicationHistory	<i>O</i>	0	1
SpeakingHistory	<i>O</i>	0	1
PersonQualifications	R	0	1
OrganizationAffiliations	<i>O</i>	0	1
EmploymentReferences	<i>O</i>	0	1
Attachment	R	0	Unbounded
UserArea	<i>NU</i>	0	1
SearchCriteria	<i>NU</i>	0	1

Table 10: Modifications on CandidateProfile

4.5 Europass CV Section 2 « Desired Employment / Occupational field »

(Candidate : CandidateProfile : CandidateObjective and CandidatePositionPreferences)

Two options are possible here to support the Europass CV element 2 “Desired employment / Occupational field” depending on the Europass CV Owner preferences:

- If he/she would written a statement then the simple <CandidateObjective> element (a simple string) should be use.
- If he/she would to refer to a specific position/job category using the ISCO 88 COM (with the 5th level added by Cedefop for Europass v2) then the <CandidatePositionPreferences> element should be use.

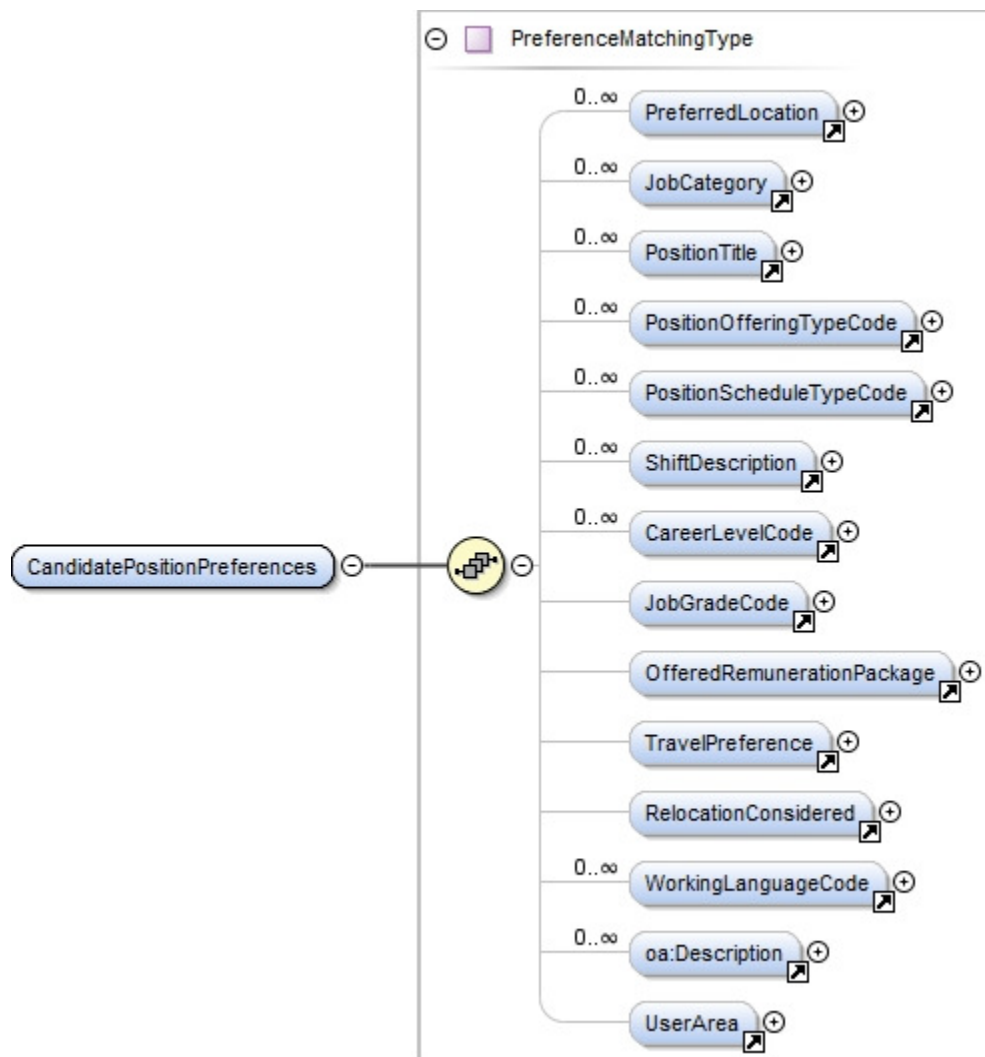


Figure 20: CandidatePositionPreferences (© HR-XML Consortium)

As only one element is recommended (JobCategory) and all the others are Not Used then the following table only include the recommended one.

Please not that in case of multiple JobCategory only the first one will be transformed for cross interoperability with the Cedefop Europass CV Implementation.

CandidateProfile: CandidatePositionPreferences	Recommended	Minoccur	Maxoccur
JobCategory	R	0	Unbounded

Table 11: Modifications on CandidatePositionPreferences

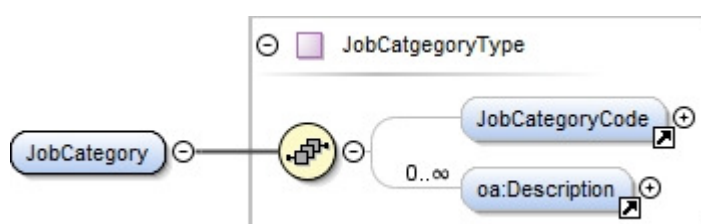


Figure 21: JobCategory (© HR-XML Consortium)

CandidateProfile: CandidatePositionPreferences	Recommended	Minoccur	Maxoccur
JobCategoryCode	R	0	1
oa:Description	R	0	Unbounded

Table 12: Modifications on JobCategory

Example:

```

...
<CandidateProfile>
  <CandidateObjective>searched position,
domain</CandidateObjective>
  <CandidatePositionPreferences>
    <JobCategory>
      <JobCategoryCode listName="" listVersionID="v2.0"
name="ISCO 88 COM - 5th level added by
Cedefop for Europass v2">34230</JobCategoryCode>
      <oa:Description languageID="fr">Agent
d'établissement de contrats d'emploi et de recrutement de main-
d'œuvre</oa:Description>
      <oa:Description languageID="en"/>
    </JobCategory>
  </CandidatePositionPreferences>
</Candidate>

```

4.6 Europass CV Section 3 “Work Experience” (Candidate : CandidateProfile : EmploymentHistory)

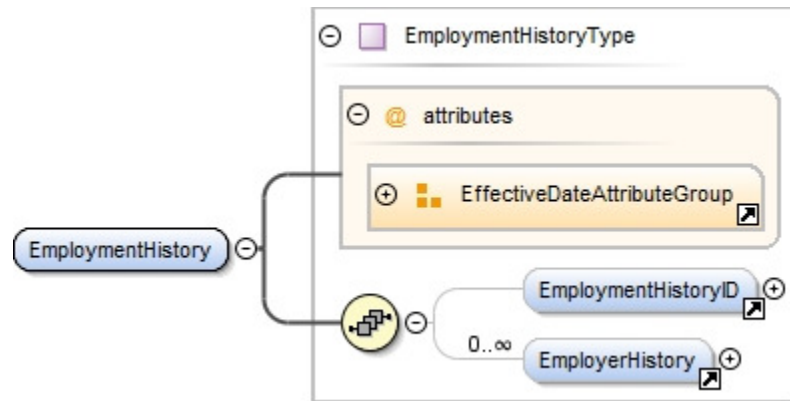


Figure 22: EmploymentHistory (© HR-XML Consortium)

CandidateProfile: EmploymentHistory	Recommended / Optional	Minoccur	Maxoccur
EmploymentHistoryID	O	0	1
EmployerHistory	R	0	Unbounded

Table 13: Modifications on EmploymentHistory

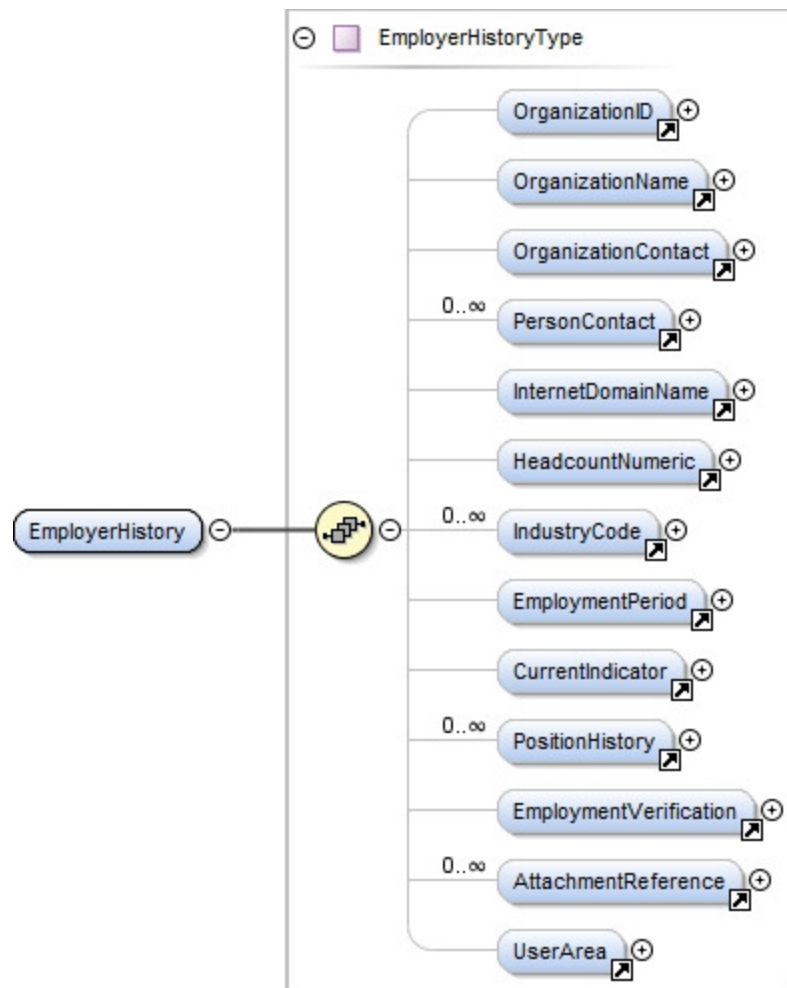


Figure 23: EmployerHistory (© HR-XML Consortium)

Detailed structure for 3.2 (Occupation or position held):

- The occupation code using the ISCO 88 COM (with a 5th level added by Europass) is supported by the element <PositionHistory><JobCategoryCode>
- The related occupation label is supported by the element <PositionHistory><PositionTitle>

Detailed structure for 3.6 (Type of Business or Sector):

- The occupation code using the first level of NACE list of business sectors is supported by the element <IndustryCode>
- The related occupation label is supported by the element <UserArea><europass:IndustryCodeLabel>

CandidateProfile EmploymentHistory EmployerHistory	Recommended / Optional / Not Used	Minoccur	Maxoccur
OrganizationID	R	0	1
OrganizationName	R	0	1
OrganizationContact	R	0	1
PersonContact	O	0	Unbounded
InternetDomainName	O	0	1
HeadcountNumeric	<i>NU</i>	0	1
IndustryCode	R	0	1
EmploymentPeriod	R	0	1
CurrentIndicator	<i>NU</i>	0	1
PositionHistory	R	0	1
EmploymentVerification	<i>NU</i>	0	1
AttachmentReference	O	0	Unbounded
UserArea	O	0	1

Table 14: Modifications on EmployerHistory

Example:

```

...
  <EmploymentHistory>
    <EmployerHistory>
      <OrganizationName>EIFEL</OrganizationName>
      <OrganizationContact>
        <Communication>
          <Address>
            <oa:BuildingNumber>1</oa:BuildingNumber>
            <oa:StreetName>rue Neuve</oa:StreetName>
            <oa:CityName>locality</oa:CityName>
            <CountryCode>Countrycode</CountryCode>

            <oa:PostalCode>Postalcode</oa:PostalCode>
            <UserArea>
              <europass:CountryLabel
xml:lang="fr">France</europass:CountryLabel>
            </UserArea>
          </Address>
        </Communication>
      </OrganizationContact>
      <IndustryCode name="Europass Cedefop Industry
Code">45678</IndustryCode>
      <EmploymentPeriod>
        <StartDate>
          <FormattedDateTime>1997-02-
23</FormattedDateTime>
          <DateText>1997-02</DateText>
        </StartDate>

```

```

        <CurrentIndicator>true</CurrentIndicator>
    </EmploymentPeriod>
    <PositionHistory>
        <PositionTitle typeCode="label"
languageID="en">Chief Technical
            Officer</PositionTitle>
        <oa:Description languageID="en">Description
of Main activities and responsibilities of this job</oa:Description>
        <JobCategoryCode name="ISCO 88 COM - 5th
level added by Europass">11111</JobCategoryCode>
    </PositionHistory>
    <AttachmentReference>
        <oa:Description languageID="en">Skills
used</oa:Description>

        <XPath>/Candidate/CandidateProfile/PersonQualifications/PersonCompete
ncy/CompetencyID[text()='social']</XPath>
        </AttachmentReference>
        <AttachmentReference>
            <oa:Description languageID="en">Skills
used</oa:Description>

        <XPath>/Candidate/CandidateProfile/PersonQualifications/PersonCompete
ncy/CompetencyID[text()='organisational']</XPath>
        </AttachmentReference>
        <AttachmentReference>
            <oa:Description languageID="en">Skills
used</oa:Description>

        <XPath>/Candidate/CandidateProfile/PersonQualifications/PersonCompete
ncy/CompetencyID[text()='computer']</XPath>
        </AttachmentReference>
        <UserArea>
            <europass:IndustryCodeLabel
xml:lang="fr">Activités De Services Administratifs
                Et De
Soutien</europass:IndustryCodeLabel>
            </UserArea>
        </EmployerHistory>
    </EmploymentHistory>

```

4.7 Europass CV Section 4 “Education and Training” (Candidate : CandidateProfile : EducationHistory)

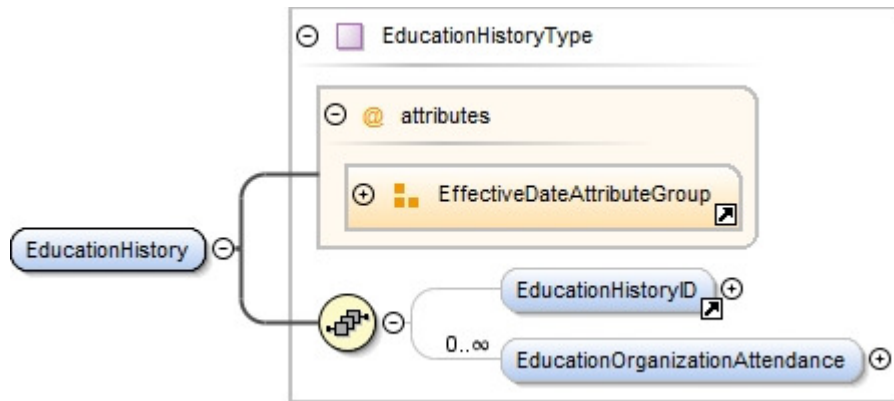


Figure 24: EducationHistory (© HR-XML Consortium)

CandidateProfile: EducationHistory	Recommended / Optional	Minoccur	Maxoccur
EducationHistoryID	O	0	1
EducationOrganizationAttendance	R	0	Unbounded

Table 15: Modifications on EducationHistory

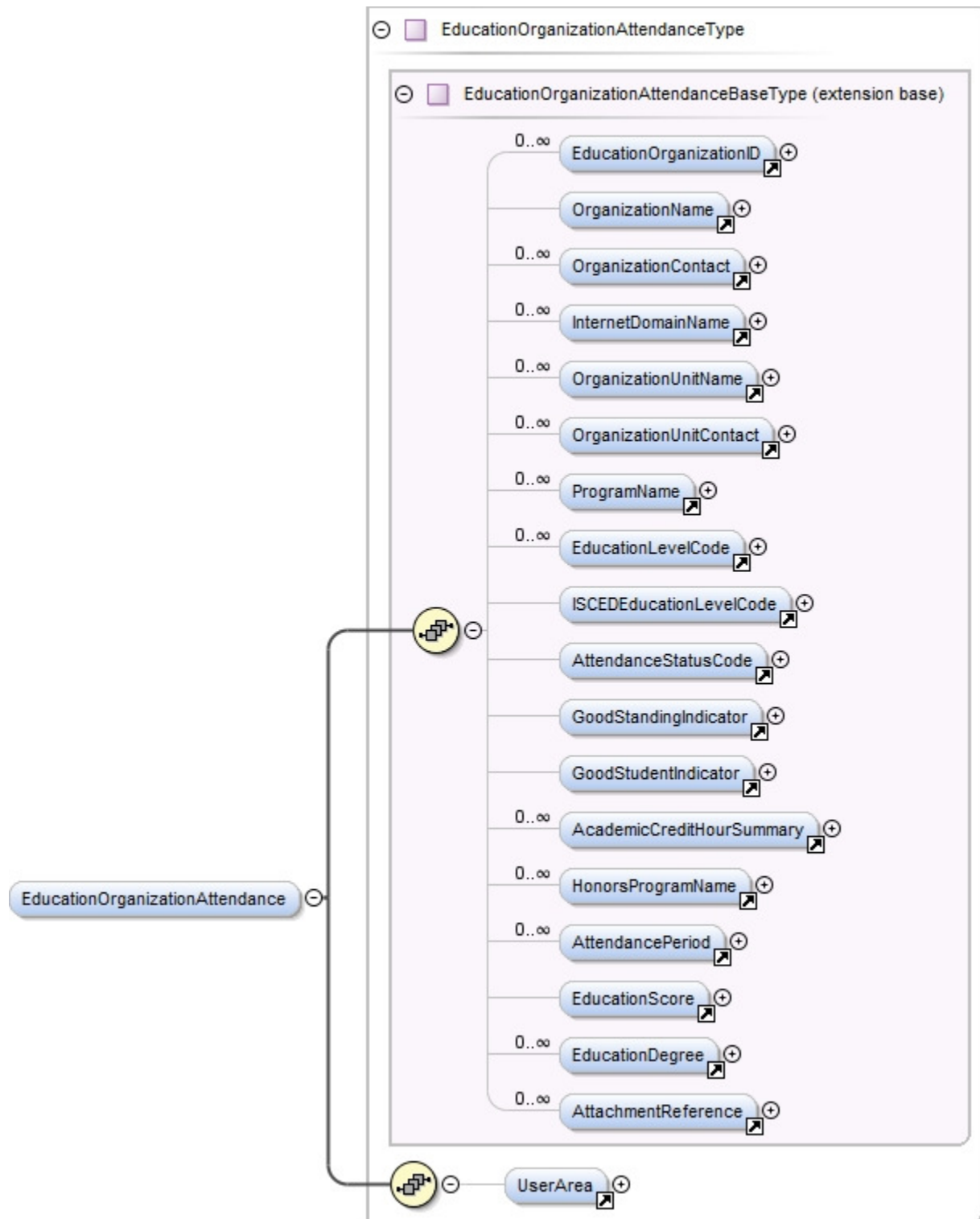


Figure 25: EducationOrganizationAttendance (© HR-XML Consortium)

Detailed structure for 4.7 (Level in national or international classification):

- The ISCED 1997 list of educational levels is used and supported by the element <EducationLevelCode> (<http://europass.cedefop.europa.eu/xml/resources/ISCED97.xsd>).

- The related label is supported by the element
<UserArea><europass:EducationLevelLabel>

Detailed structure for 4.8 (Type of Business or Sector):

- The occupation code using the first level of NACE list of business sectors is supported by the element <IndustryCode>
- The related occupation label is supported by the element
<UserArea><europass:IndustryCodeLabel>

EducationLevelCode is used instead of ISCEDEducationLevelCode because even if it is recommended to use an ISCED level, the CV owner could filled it in with any other mention.

CandidateProfile EducationHistory EducationOrganizationAttendance	Recommended / Optional / Not Used	Minoccur	Maxoccur
EducationOrganizationID	R	0	1
OrganizationName	R	0	1
OrganizationContact	R	0	Unbounded
InternetDomainName	O	0	Unbounded
OrganizationUnitName	<i>NU</i>	0	Unbounded
OrganizationUnitContact	<i>NU</i>	0	Unbounded
ProgramName	<i>NU</i>	0	Unbounded
EducationLevelCode	R	0	<i>1</i>
ISCEDEducationLevelCode	<i>NU</i>	0	1
AttendanceStatusCode	<i>NU</i>	0	1
GoodStandingIndicator	<i>NU</i>	0	1
GoodStudentIndicator	<i>NU</i>	0	1
AcademicCreditHourSummary	O	0	Unbounded
HonorsProgramName	<i>NU</i>	0	Unbounded
AttendancePeriod	R	0	<i>1</i>
EducationScore	<i>NU</i>	0	1
EducationDegree	R	0	<i>1</i>
AttachmentReference	O	0	Unbounded
UserArea	R	0	1

Table 16: Modifications on EducationOrganizationAttendance

Example:

```

...
    <EducationHistory>
      <EducationOrganizationAttendance>
        <OrganizationName>UFR Amiens</OrganizationName>
        <OrganizationContact>
          <Communication>
            <Address>
              <oa:CityName>Amiens</oa:CityName>
              <CountryCode>FR</CountryCode>

              <oa:PostalCode>80000</oa:PostalCode>
            </Address>
            <UserArea>
              <europass:CountryLabel
xml:lang="fr">France</europass:CountryLabel>
            </UserArea>
          </Communication>
        </OrganizationContact>
        <EducationLevelCode
name="ISCED">5</EducationLevelCode>
        <AttendancePeriod>
          <StartDate>
            <FormattedDateTime>1992-09-
01</FormattedDateTime>
          </StartDate>
          <EndDate>
            <FormattedDateTime>1995-01-
31</FormattedDateTime>
          </EndDate>
        </AttendancePeriod>
        <EducationDegree>
          <DegreeName>DESS</DegreeName>
          <DegreeTypeCode>Master</DegreeTypeCode>
          <Comment>Principal subjects / occupational
skills covered</Comment>
          <UserArea>
            <europass:DegreeClassification>
              <europass:Id idOwner="ISCED1997-
Fields-of-Education">
                <europass:IdValue>14</europass:IdValue>
              </europass:Id>
            <europass:Description
xml:lang="fr">Fields of education...</europass:Description>
            </europass:DegreeClassification>
          </UserArea>
        </EducationDegree>
        <AttachmentReference>
          <oa:Description>EDS</oa:Description>
          <XPath>/Candidate/CandidateProfile/Attachment/AttachmentID[text()='ED
S-DESS']</XPath>
        </AttachmentReference>
        <AttachmentReference>
          <oa:Description>Skills
Learned</oa:Description>
          <XPath>/Candidate/CandidateProfile/PersonQualifications/PersonCompete
ncy/CompetencyID[text()='organisational']</XPath>
        </AttachmentReference>
      </AttachmentReference>
    </EducationHistory>

```

```

                <oa:Description>Skills
Learned</oa:Description>
    <XPath>/Candidate/CandidateProfile/PersonQualifications/PersonCompete
ncy/CompetencyID[text()='computer']</XPath>
    </AttachmentReference>
    <UserArea>
        <europass:OrganizationType
xml:lang="fr">Activités De Services Administratifs Et
        De Soutien</europass:OrganizationType>
        <europass:EducationLevelLabel
xml:lang="en">ISCED
                5</europass:EducationLevelLabel>
        </UserArea>
    </EducationOrganizationAttendance>
</EducationHistory>

```

4.8 Europass CV Section 5 and 6 “Personal Skills and Competencies” (Candidate : CandidateProfile : PersonQualifications)

The main element use for this section of Europass is

<PersonQualifications><PersonCompetency> element which is able to support:

- Section 5.2 : Other Language(s)
- Section 6 : Personal Skills and competencies (other parts) except the 6.7 “Driving Licence(s)” which is based on a specific set of values and is supported by the element <Licenses><License><LicenseTypeCode>Europass Cedefop Driving Licences

Section 5.1 “Mother tongue(s)” is supported using both:

- <CandidatePerson><PrimaryLanguageCode>
- <CandidatePerson><UserArea><europass:PrimaryLanguageLabel>

See page 49 (section 4.3.3 of this document) for more information.

4.8.1 Main structure for “Personal Skills and Competencies” (Candidate : CandidateProfile : PersonQualifications)

Regarding Europass Competency Structure support, this part of the profile takes into account two others documents:

- CEN/ISSS LT CWA about a European Model for Learner Competencies
- IEEE LTSC RDC proposal (standardised by IEEE under the reference 1484.20.1)

It uses external definition of competencies based on IEEE RDC format in order to use the same structure for Europass Skills (social, technical...) as well as language competencies (using CEF model) and to avoid a specific extension for language competencies, it is proposed to use TaxonomyId and CompetencyID to refer to this external competencies definition. This application profile is using RDC hosted by the Cedefop.

Each competency level in the language competency description are related to an external competency definition which describe in details the competency related to this level.

The Europass Language Competency Code (e.g. : en, fr, de...) is stored using the CompetencyID element, while the Europass Language Competency Label written by the user (e.g. : anglais, English...) is stored using the <CompetencyEvidence><oa:Description> element with the attribute ‘languageID’ which refer to the language used to write this label (i.e. <oa:Description languageID="fr">).

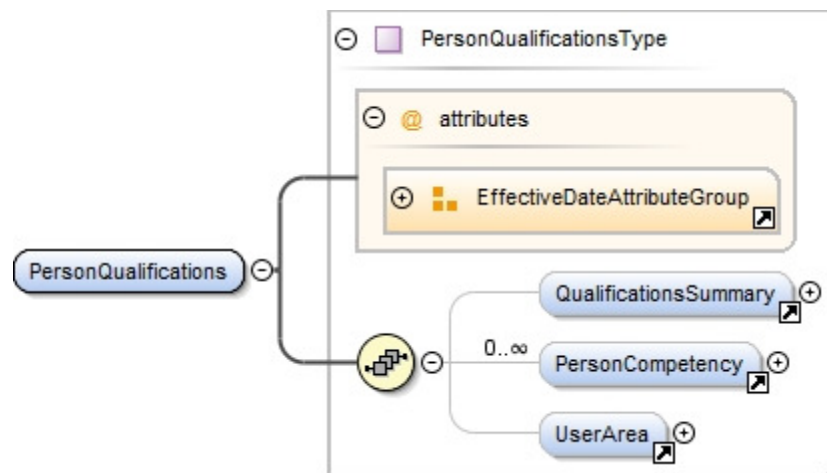


Figure 26: PersonQualifications (© HR-XML Consortium)

CandidateProfile: PersonQualifications	Recommended / Optional / Not Used	Minoccur	Maxoccur
QualificationsSummary	O	0	1
PersonCompetency	R	0	Unbounded
UserArea	<i>NU</i>	0	1

Table 17: Modifications on PersonQualifications

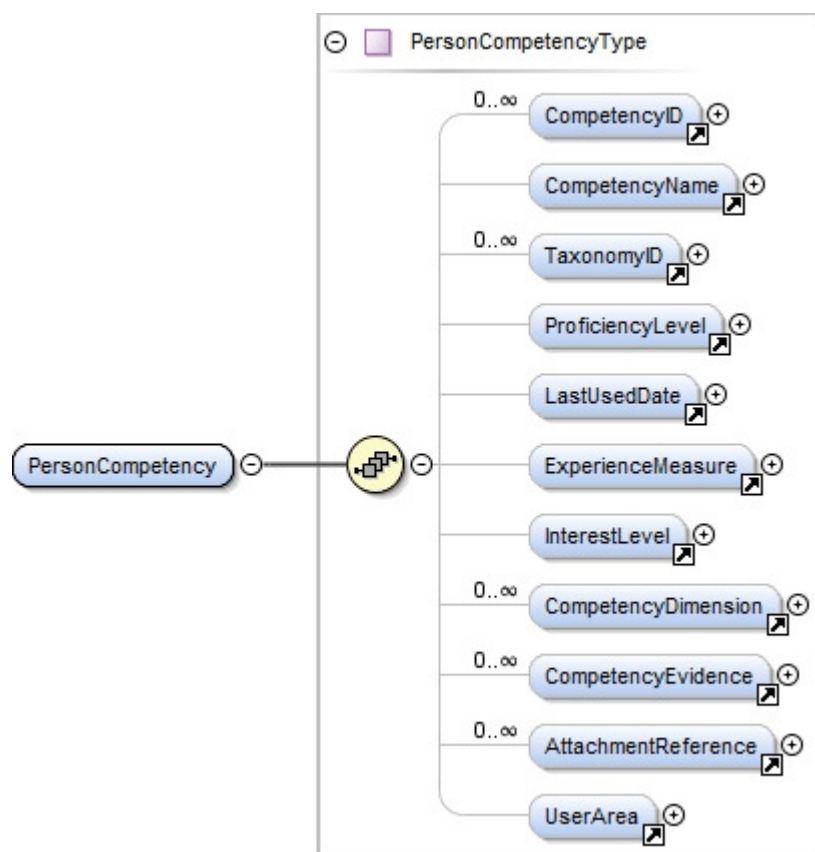


Figure 27: PersonCompetency (© HR-XML Consortium)

CandidateProfile: PersonQualifications: PersonCompetency	Recommended / Optional / Not Used	Minoccur	Maxoccur
CompetencyID	O	0	Unbounded
CompetencyName	R	0	Unbounded
TaxonomyID	R	0	Unbounded
ProficiencyLevel	O	0	1
LastUsedDate	<i>NU</i>	0	1
ExperienceMeasure	<i>NU</i>	0	1
InterestLevel	<i>NU</i>	0	1
CompetencyDimension	<i>NU</i>	0	Unbounded
CompetencyEvidence*	R	0	Unbounded
AttachmentReference	O	0	Unbounded
UserArea	R	0	1

Table 18: Modifications on PersonCompetency

* : to use within the UserArea section

Example:

```

...
<PersonQualifications>
  <PersonCompetency>
    <CompetencyID>Europass-LanguageSkills</CompetencyID>
    <CompetencyName>Europass-LanguageSkills</CompetencyName>
    <TaxonomyID schemeAgencyName="Common European Framework"
schemeAgencyID="CEF">http://europass.cedefop.europa.eu/Competencies/CEF-
main.xml </TaxonomyID>
    <UserArea>
      <PersonCompetency>
        <CompetencyID>en</CompetencyID>
        <CompetencyName>en</CompetencyName>
        <CompetencyEvidence>
          <oa:Description
languageID="fr">anglais</oa:Description>
        </CompetencyEvidence>
      </UserArea>
    </PersonCompetency>
    <CompetencyID>CEF-Writing</CompetencyID>
    <CompetencyName>CEF-Writing</CompetencyName>
    <TaxonomyID schemeAgencyID="CEF"
schemeAgencyName="Common European Framework"
>http://europass.cedefop.europa.eu/Competencies/CEF-Writing-
B2.xml</TaxonomyID>
      <CompetencyEvidence>
        <EvidenceTypeCode>self-
assessment-europassCV</EvidenceTypeCode>
        <Score>
          <ScoreText
scoreTextCode="Level: A1, A2, B1, B2, C1, C2" minimumScoreText="C2"
maximumScoreText="A1">B2</ScoreText>
        </Score>
      </CompetencyEvidence>
    </PersonCompetency>
  </PersonCompetency>
  <CompetencyID>CEF-Speaking-
SpokenInteraction</CompetencyID>
  <CompetencyName>CEF-Speaking-
SpokenInteraction</CompetencyName>
  <TaxonomyID schemeAgencyID="CEF"
schemeAgencyName="Common European Framework"
>http://europass.cedefop.europa.eu/Competencies/CEF-Speaking-
SpokenInteraction-C1.xml</TaxonomyID>
    <CompetencyEvidence>
      <EvidenceTypeCode>self-
assessment-europassCV</EvidenceTypeCode>
      <Score>
        <ScoreText
scoreTextCode="Level: A1, A2, B1, B2, C1, C2" minimumScoreText="C2"
maximumScoreText="A1">C1</ScoreText>
      </Score>
    </CompetencyEvidence>
  </PersonCompetency>
  <CompetencyID>CEF-Speaking-
SpokenProduction</CompetencyID>
  <CompetencyName>CEF-Speaking-
SpokenProduction</CompetencyName>

```

```

        <TaxonomyID schemeAgencyID="CEF"
schemeAgencyName="Common European Framework"
>http://europass.cedefop.europa.eu/Competencies/CEF-Speaking-
SpokenProduction-B2.xml</TaxonomyID>
        <CompetencyEvidence>
            <EvidenceTypeCode>self-
assessment-europassCV</EvidenceTypeCode>
            <Score>
                <ScoreText
scoreTextCode="Level: A1, A2, B1, B2, C1, C2" minimumScoreText="C2"
maximumScoreText="A1" >B2</ScoreText>
            </Score>
        </CompetencyEvidence>
    </PersonCompetency>
    <PersonCompetency>
        <CompetencyID>CEF-Understanding-
Reading</CompetencyID>
        <CompetencyName>CEF-Understanding-
Reading</CompetencyName>
        <TaxonomyID schemeAgencyID="CEF"
schemeAgencyName="Common European Framework"
>http://europass.cedefop.europa.eu/Competencies/CEF-Understanding-Reading-
C1.xml</TaxonomyID>
        <CompetencyEvidence>
            <EvidenceTypeCode>self-
assessment-europassCV</EvidenceTypeCode>
            <Score>
                <ScoreText
scoreTextCode="Level: A1, A2, B1, B2, C1, C2" minimumScoreText="C2"
maximumScoreText="A1" >C1</ScoreText>
            </Score>
        </CompetencyEvidence>
    </PersonCompetency>
    <PersonCompetency>
        <CompetencyID>CEF-Understanding-
Listening</CompetencyID>
        <CompetencyName>CEF-Understanding-
Listening</CompetencyName>
        <TaxonomyID schemeAgencyID="CEF"
schemeAgencyName="Common European Framework"
>http://europass.cedefop.europa.eu/Competencies/CEF-Understanding-
Listening-C1.xml</TaxonomyID>
        <CompetencyEvidence>
            <EvidenceTypeCode>self-
assessment-europassCV</EvidenceTypeCode>
            <Score>
                <ScoreText
scoreTextCode="Level: A1, A2, B1, B2, C1, C2" minimumScoreText="C2"
maximumScoreText="A1" >C1</ScoreText>
            </Score>
        </CompetencyEvidence>
    </PersonCompetency>
    </UserArea>
</PersonCompetency>
<PersonCompetency>
    <CompetencyID>de</CompetencyID>
    <CompetencyName>de</CompetencyName>
    <CompetencyEvidence>
        <oa:Description
languageID="fr">allemand</oa:Description>
    </CompetencyEvidence>

```

```

        </PersonCompetency>
    </UserArea>
</PersonCompetency>
<PersonCompetency>
    <CompetencyID>social</CompetencyID>
    <CompetencyName>Europass Skills - Social</CompetencyName>
    <TaxonomyID schemeAgencyName="Cedefop"
schemeAgencyID="Cedefop" schemeName="Europass-CV-Skills"
>http://europass.cedefop.europa.eu/Competencies/Europass-Skills-
Social.xml</TaxonomyID>
    <CompetencyEvidence>
        <oa:Description languageID="en">my social
skills</oa:Description>
    </CompetencyEvidence>
</PersonCompetency>
<PersonCompetency>
    <CompetencyID>organisational</CompetencyID>
    <CompetencyName>Europass Skills -
Organisational</CompetencyName>
    <TaxonomyID schemeAgencyName="Cedefop"
schemeAgencyID="Cedefop" schemeName="Europass-CV-Skills"
>http://europass.cedefop.europa.eu/Competencies/Europass-Skills-
Organisational.xml</TaxonomyID>
    <CompetencyEvidence>
        <oa:Description languageID="en">my organisational
skills description...blabla</oa:Description>
    </CompetencyEvidence>
</UserArea>
    <AttachmentReference>
        <oa:Description>Skills Used</oa:Description>
        <XPath>/Candidate/CandidateProfile/EmploymentHistory/EmployerHistory/
PositionHistory/PositionTitle[text()='Chief Technical Officer']</XPath>
    </AttachmentReference>
    <AttachmentReference>
        <oa:Description>Skills
Learned</oa:Description>
        <XPath>/Candidate/CandidateProfile/EducationHistory/EducationOrganiza
tionAttendance/EducationDegree/DegreeName[text()='DESS']</XPath>
    </AttachmentReference>
    <AttachmentReference>
        <oa:Description>Skills
Referenced</oa:Description>
        <XPath>/Candidate/CandidateProfile/Attachment/AttachmentID[text()='ED
S-DESS']</XPath>
    </AttachmentReference>
    <AttachmentReference>
        <oa:Description>Skills
Referenced</oa:Description>
        <XPath>/Candidate/CandidateProfile/Attachment/AttachmentID[text()='EC
S-EIFEL-CTO']</XPath>
    </AttachmentReference>
</UserArea>
</PersonCompetency>
<PersonCompetency>
    <CompetencyID>technical</CompetencyID>
    <CompetencyName>Europass Skills -
Technical</CompetencyName>
    <TaxonomyID schemeAgencyName="Cedefop"
schemeAgencyID="Cedefop" schemeName="Europass-CV-Skills"
>http://europass.cedefop.europa.eu/Competencies/Europass-Skills-
Technical.xml</TaxonomyID>

```

```

        <CompetencyEvidence>
            <oa:Description languageID="en">my technical skills
description...blabla</oa:Description>
        </CompetencyEvidence>
    </PersonCompetency>
<PersonCompetency>
    <CompetencyID>computer</CompetencyID>
    <CompetencyName>Europass Skills -
Computer</CompetencyName>
    <TaxonomyID schemeAgencyName="Cedefop"
schemeAgencyID="Cedefop" schemeName="Europass-CV-Skills"
>http://europass.cedefop.europa.eu/Competencies/Europass-Skills-
Computer.xml</TaxonomyID>
    <CompetencyEvidence>
        <oa:Description languageID="en">my computer skills
description...blabla</oa:Description>
    </CompetencyEvidence>
</PersonCompetency>
<PersonCompetency>
    <CompetencyID>artistic</CompetencyID>
    <CompetencyName>Europass Skills -
Artistic</CompetencyName>
    <TaxonomyID schemeAgencyName="Cedefop"
schemeAgencyID="Cedefop" schemeName="Europass-CV-Skills"
>http://europass.cedefop.europa.eu/Competencies/Europass-Skills-
Artistic.xml</TaxonomyID>
    <CompetencyEvidence>
        <oa:Description languageID="en">Music:
Drums</oa:Description>
    </CompetencyEvidence>
</PersonCompetency>
<PersonCompetency>
    <CompetencyID>other</CompetencyID>
    <CompetencyName>Europass Skills - Other</CompetencyName>
    <TaxonomyID schemeAgencyName="Cedefop"
schemeAgencyID="Cedefop" schemeName="Europass-CV-Skills"
>http://europass.cedefop.europa.eu/Competencies/Europass-Skills-
Other.xml</TaxonomyID>
    <CompetencyEvidence>
        <oa:Description languageID="en">Sport:
swimming</oa:Description>
    </CompetencyEvidence>
</PersonCompetency>
</PersonQualifications>

```

4.8.2 Europass CV Section 6.7 “Driving Licence(s)” (Candidate : CandidateProfile : Licenses)

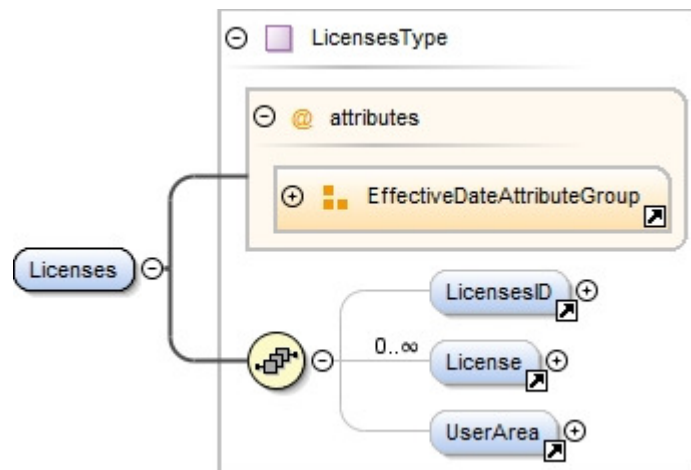


Figure 28: Licenses (© HR-XML Consortium)

CandidateProfile: Licenses	Recommended / Optional / Not Used	Minoccur	Maxoccur
LicensesID	<i>NU</i>	0	1
License	R	0	Unbounded
UserArea	<i>NU</i>	0	1

Table 19: Modifications on Licenses

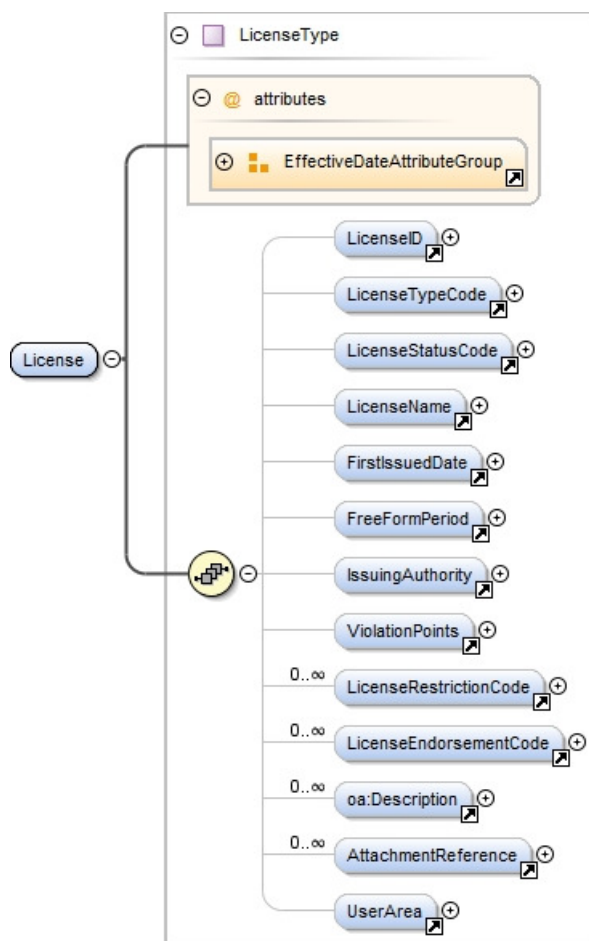


Figure 29: License (© HR-XML Consortium)

As this structure doesn't support the use of any referential, it is recommended to put in the <LicenseTypeCode> element a value to identify the Europass Type for driving licenses : "Europass Cedefop Driving Licences".

As the <License> structure is complex and only few elements are used for the Europass profile, the table below only includes the recommended ones.

CandidateProfile: Licenses: License	Recommended	Minoccur	Maxoccur
LicenseID	R	0	1
LicenseTypeCode	R	0	1
LicenseName	R	0	1
oa:Description	R	0	1

Table 20: Modifications on License

Example:

```
...
  <Licenses>
    <License>
      <LicenseID>A1</LicenseID>
      <LicenseTypeCode>Europass Cedefop Driving Licences
</LicenseTypeCode>
      <LicenseName>A1</LicenseName>
      <oa:Description>European driving licence - vehicle
categories</oa:Description>
    </License>
    <License>
      <LicenseID>A</LicenseID>
      <LicenseTypeCode>Europass Cedefop Driving Licences
</LicenseTypeCode>
      <LicenseName>A</LicenseName>
      <oa:Description>European driving licence - vehicle
categories</oa:Description>
    </License>
    <License>
      <LicenseID>B</LicenseID>
      <LicenseTypeCode>Europass Cedefop Driving Licences
</LicenseTypeCode>
      <LicenseName>B</LicenseName>
      <oa:Description>European driving licence - vehicle
categories</oa:Description>
    </License>
  </Licenses>
...
```

4.9 Europass CV Section 7 “Additional Information” and 8 “Annexes” (Candidate : CandidateProfile : Attachment)

<CandidateProfile><Attachment> element from HR-XML specification is used for both Europass CV sections:

- Section 7 “Additional Information” in which the AttachmentID should be set to “ResumeAdditionalItem” and the <oa:Description> subelement will support the additional information description
- Section 8 “Annexes” in which the AttachmentID should be set to “ResumeAnnexe” using the subelement <DocumentTitle> with either <oa:EmbeddedData> (in case of binary data including in the file) or <oa:URI> (in case of external link to url)

It is possible to use multiple occurrences of this element.

It is recommended to use <AttachmentReference> rather than <Link> to give a URL link to an external document because it is possible to use the “AttachmentXPath” element to add an xpath (link) for an another element included in the profile which is related to this annexe. Other attributes such as “mimeType” could be use to give more information about the mime type of the document (text/rdf for example).

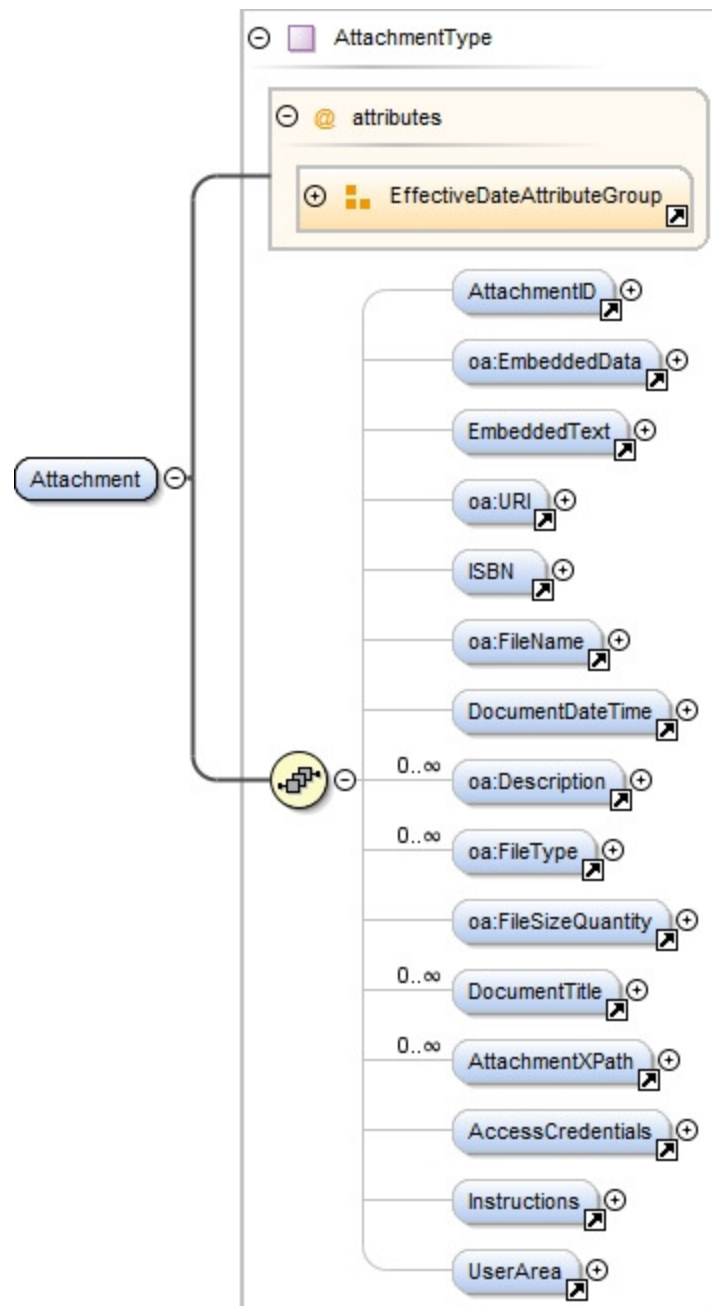


Figure 30: Attachment(© HR-XML Consortium)

As the <Attachment> structure is complex and only few elements are used for the Europass profile, the table below only includes the recommended and main optional ones.

CandidateProfile: Attachment	Recommended / Optional / Not Used	Minoccur	Maxoccur
AttachmentID	R	0	1
oa:EmbeddedData	R	0	1
oa:URI	R	0	1

oa:Description	R	0	Unbounded
DocumentTitle	R	0	Unbounded
AttachmentXPath	O	0	Unbounded

Table 21: Modifications on Attachment

Example:

```

...
    <Attachment>
      <AttachmentID>ResumeAdditionalItem</AttachmentID>
      <oa:Description languageID="fr">Se reporter Å l'annexe
pour les liens vers plus d'information.</oa:Description>
      <DocumentTitle>ResumeAdditionalItem</DocumentTitle>
    </Attachment>
    <Attachment>
      <AttachmentID>ResumeAnnexe</AttachmentID>
      <oa:Description languageID="fr">Voir mon ePortfolio CV
Europass</oa:Description>
      <DocumentTitle>ResumeAnnexe</DocumentTitle>
    </Attachment>
    <Attachment>
      <AttachmentID>EDS-DESS</AttachmentID>
      <oa:URI>http://www.universitepicardiejulesvernes.edu.fr/eds/1996/dess
sim/marcvancoillie.pdf</oa:URI>
      <DocumentTitle>Europass Diploma
Supplement</DocumentTitle>
      <AttachmentXPath>/Candidate/CandidateProfile/EducationHistory/Educati
onOrganizationAttendance/EducationDegree/DegreeName[text()='DESS']</Attachm
entXPath>
    </Attachment>
    <Attachment>
      <AttachmentID>ECS-EIFEL-CTO</AttachmentID>
      <oa:URI>http://www.eife-
l.org/ecs/2009/cto/marcvancoillie.pdf</oa:URI>
      <DocumentTitle>Europass Certificate
Supplement</DocumentTitle>
      <AttachmentXPath>/Candidate/CandidateProfile/EmploymentHistory/Employ
erHistory/PositionHistory/PositionTitle[text()='Chief Technical
Officer']</AttachmentXPath>
      <AttachmentXPath>/Candidate/CandidateProfile/PersonQualifications/Per
sonCompetency/CompetencyID[text()='computer']</AttachmentXPath>
    </Attachment>
...

```

5 OPTIONAL ELEMENTS

Some optional elements from the <CandidateProfile> element could be very useful for ePortfolio needs and are recommended to be supported by Europortfolio community:

1. For general ePortfolio purpose:
 - a. ExecutiveSummary (string): a short summary of the ePortfolio
 - b. Licenses or Certifications (complex structures) : could help to host the equivalent of IMS LIP QCL information
 - c. Achievements (complex structure) : also used as an extension to hResume microformat
 - d. OrganizationAffiliations (complex structure) : also used in hResume microformat
 - e. EmploymentReferences (complex structure)
2. Selection of optional elements for Europass Language ePortfolio :
 - a. Achievements (complex structure)
 - b. Licences or Certifications (complex structures)
 - c. SpeakingHistory (complex structure)
 - d. References (complex structure)
3. Additional optional elements for Higher Education ePortfolio :
 - a. PatentHistory (complex structure)
 - b. PublicationHistory (complex structure) : also used in hResume microformat
 - c. SpeakingHistory (complex structure)
4. Additional optional element for ePortfolio usage in Army:
 - a. MilitaryHistory (complex structure)

6 POLICY AND PROCESSES

Any interested party may use the Application Profile defined in this document.

All figures related to Cedefop Europass are property of the Cedefop

All figures related to HR-XML specifications and XML bindings are property of HR-XML Consortium

There is no charge to use this Application Profile, this profiling work is under a Creative Common Licence: Attribution, Noncommercial, Share Alike (by-nc-sa):

<http://creativecommons.org/licenses/by-nc-sa/3.0/us/>

7 CONFORMANCE TESTING

No conformance testing procedures have been outlined in this document.

All system which wants to claim conformance to this application profile is suggested to participate in interoperability events (Plugfests) organised by EIFEL, EIFEL is delivering during these events CV Interoperability Conformance paper certificate.

HR-XML Certification program can be used to check conformance of products/services and to certify them regarding the HR-XML specifications.

A basic free to use conformance testing web-service for this profile is currently under development by EIFEL.

8 RELATED EVENTS

This application profile has been used for conformance testing and interoperability demonstrations/discussions at

- 2nd international ePortfolio Plugfest linked with 4th ePortfolio international conference (October 2006 - Oxford),
- iLearningForum Conference (January 2007 – Paris),
- CV interoperability seminar (June 2007 – Paris)
- 3rd ePortfolio Plugfest linked with 5th ePortfolio international conference (October 2007 - Maastricht),
- iLearningForum Conference (February 2008 – Paris),
- European Identity Conference (April 2008 – Munich),
- ePortfolio Panamerican conference (June 2008 – Québec).
- AICC (Aviation Industry CBT Committee) Meeting (June 2008 - Hamburg),
- ePortfolio interoperability workshop linked with 6th ePortfolio international conference (October 2008 - Maastricht),
- Launch meeting of the Liberty Alliance HR-EDU Special Interest Group (October 2008 – Maastricht)
- iLearningForum and RAC Forum Conferences (January 2009 – Paris).
- Learning Forum London 2009 : ePortfolio 2009 and Key Skills 2009 Conferences (June 2009 – London).

Next events are:

- MISC Forum Conference (January 2010 – London).
- Learning Forum London 2010 : ePortfolio 2010 and Key Skills 2010 Conferences (July 2010 – London).

9 TOOLS

Systems compliant with the Europass xml schemas provided by the Cedefop:

- Europass Online web tool (import/export CV based on Cedefop schemas):
http://europass.cedefop.eu.int/europass/home/vernav/Europass+Documents/Europass+CV/navigate.action?locale_id=1
- European Commission – EURES – EUROpean Employment Services, “EUROpean Employment Services Curriculum Vitae”: <http://europa.eu.int/eures/index.jsp>
- European project to host European CVs: <http://www.eurocv.eu/>
- ePet ePortfolio from University of Newcastle (using v1.2 of Cedefop schemas)

Systems compliant with the HR-XML Europass AP:

- “CV Universel” project (Universal CV) : <http://www.cvuniversel.org/>
<http://www.universalcv.org/>
- EIfEL CV Transcoding Web Service: <http://cvt.eife-l.org/> (use EIfEL XSLTs)
- European project to host European CVs: <http://www.eurocv.eu/>
- European Project KITE (Europass CV plug-in): <http://www.kite-eu.org> (v0.9.2 of this AP for the downloadable v1, SVN used in CV Universel project updated with final v1.2 of the AP)
- PebblePad (from PebbleLearning): <http://www.pebblelearning.co.uk/> (v0.9.2 of this AP)

EIfEL provides to EIfEL and Europortfolio members several XSLs for Europass CV cross-interoperability with:

- Cedefop shemas (v2.0) (EU), XSLs and RDC definitions downloadable on Cedefop website:
<http://europass.cedefop.europa.eu/europass/home/hornav/Downloads/TechnicalResources/XML/navigate.action>
- HR-XML German CV (DE)
- HR-XML iProfile CV (UK) from SkillsMarket
- hResume Microformat

- EasyCV Microformat (FR)
- CV Universel (FR)
- Kennisnet IMS ePortfolio profile (NL)
- UK Leap IMS LIP profile (UK)
- Leap2a (UK)

Systems/projects interoperable using the Cedefop to HR-XML CV XSLT provided by EIFEL (Interoperability demonstration during ePortfolio Plugfests 2006 and 2007):

- [Winvision ePortfolio](#)
- [ePET](#) (export CV eportfolio based on Cedefop schemas)
- Phosphorix iomorph/ionodes: <http://www.phosphorix.co.uk/>

Other tools used for reengineering, XML processing and debugging:

- [OxygenXML](#)

10 REFERENCES

Europass: <http://europass.cedefop.eu.int/>

Europortfolio: <http://www.europortfolio.org/>

HR-XML SEP: http://ns.hr-xml.org/2_5/HR-XML-2_5/SEP/StaffingExchangeProtocol.html

Eduserv projet Rhizome: <http://www.rhizomeproject.org/>

European project Kite : <http://www.kite-eu.org>

European project Telcert: <http://www.opengroup.org/telcert/>

European project TAS3: <http://www.tas3.eu/>

CEN-ISSS LT CWA 15455, November 2005, "A European Model for Learner Competencies":

<http://www.cenorm.be/cenorm/businessdomains/businessdomains/iss/activity/wslt.asp>

<ftp://ftp.cenorm.be/PUBLIC/CWAs/e-Europe/WS-LT/CWA15455-00-2005-Nov.pdf>

IEEE LTSC RDC Working Group: <http://www.ieeeltsc.org/>

Draft 7 of IEEE RDC: http://www.ieeeltsc.org/working-groups/wg20Comp/wg20rcdfolder/IEEE_1484.20.1.D7.pdf/view

CEN-ISSS LT CWA 14926, March 2004, "Guidelines for the production of learner information standards and specifications":

<ftp://ftp.cenorm.be/PUBLIC/CWAs/e-Europe/WS-LT/CWA15455-00-2005-Nov.pdf>

IMS Application Profiling Guidelines: <http://www.imsglobal.org/ap/>

CEN/ISSS LT CWA 15555, February 2006: Building Application Profiles for eLearning:

<ftp://ftp.cenorm.be/PUBLIC/CWAs/e-Europe/WS-LT/cwa15555-00-2006-Jun.pdf>

European Commission – EURES – EUROpean Employment Services, "EUROpean Employment Services Curriculum Vitae": <http://europa.eu.int/eures/index.jsp>

German CV: <http://www.german-standard-cv.de/>

IProfile (UK): <http://www.iprofilecentral.com/> <http://www.iprofile.org>

CV Universel / Universal CV project First implementation and specifications:

<http://www.cvuniversel.org/> <http://www.universalcv.org/>

APPENDIX A: EXAMPLE OF A PAPER EUROPASS CV (© EUROPEAN COMMUNITIES)



Europass curriculum vitae

Personal information

Surname(s) / First name(s)	Farrelly, Danielle	
Address(es)	12 Georgian Road, Rathgar, Dublin 6	
Telephone(s)	(555) -623458	Mobile: 086 2222222
Fax(es)	(555) 623457	
E-mail(s)	danielle@hotmail.com	
Nationality(-ies)	Irish	
Date of birth	30 August 1980	
Gender	Female	

Desired employment / Occupational field

Primary School Teacher

Work experience

Dates	September 2003 to present
Occupation or position held	Primary Teacher
Main activities and responsibilities	Taught first and second Class, participated in organising extra-curricular activities
Name and address of employer	Maire Byrne, Terenure Junior School, Terenure Road. Dublin 6w
Type of business or sector	Education Sector

Education and training

Dates	1999-2001
	2001-2002
Title of qualification awarded	Bachelor of Arts
	Higher Diploma in Education
Name and type of organisation providing education and training	University College Dublin
Level in national or international classification	Level 8 in the Irish National Framework of Qualifications

Personal skills and competences

Mother tongue(s)

Other language(s)

Self-assessment

European level (*)

Italian**French**

Social skills and competences

Organisational skills and competences

Computer skills and competences

Other skills and competences

Driving licence(s)

Additional information**English**

Understanding		Speaking		Writing	
Listening	Reading	Spoken interaction	Spoken production		
B1 Independent User	B1 Independent User	B2 Independent User	B2 Independent User	B2 Independent User	
A2 Basic User	A2 Basic User	A1 Basic User	A1 Basic User	A2 Basic User	

(*) Common European Framework of Reference (CEF) level

Team Work: I have been involved in various types of team tasks from team leader of a children's summer camp to being a member of Dublin Basketball Team.

While working as a primary school teacher I organised and supervised extra curricular activities such as Italian classes and I organised school outings to Glendalough in Wicklow and Kilkenny Castle.

Completed an ECDL course

Certificate in first aid

Certificate in child development

I am a holder of an Irish drivers licence. Category B vehicle.

References available upon request

APPENDIX B: EXAMPLE OF A HR-XML EUROPASS / EUROPORTFOLIO CV

```

<?xml version="1.0" encoding="UTF-8"?>
<!-- This example include example to link information with attachment (to support link with European Diploma Supplement as well as European Certificate Supplement) as well as between elements (competency and Education or Employment History) -->
<!-- The research leading to these results has received funding from the European Community's Seventh Framework Programme (FP7/2007-2013) under grant agreement n° 216287 (TAS3 - Trusted Architecture for Securely Shared Services). -->
<!-- The information in this document is provided "as is", and no guarantee or warranty is given that the information is fit for any particular purpose. The above referenced consortium members shall have no liability for damages of any kind including without limitation direct, special, indirect, or consequential damages that may result from the use of these materials subject to any liability which is mandatory due to applicable law. -->
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