TRAINYFLY

Training
Employment
Development

Digital Programme Toolkit

No. 2022-1-LV01-KA210-ADU-000084264

Co-funded by the
Erasmus+ Programme
of the European Union

INTRODUCTION - WHY THIS PROJECT

Adult learners — Need to develop and maintain their skills

People with fewer opportunities — Special target group of the EU and Latvia

Educators — Need support for developing online courses

International experience exchange — Possibility to share experience on international level

ADULT LEARNER

any adult who, having completed or being no longer involved in initial education or training, returns to some forms of non-vocational continuing learning (formal, non-formal or informal)

PEOPLE WITH FEWER OPPORTUNITIES

means people who, for economic, social, cultural, geographical or health reasons,

a migrant background, or for reasons such as disability and educational difficulties or

for any other reasons,

including those that can give rise to discrimination under article 21

of the Charter of Fundamental rights of the European Union,

face obstacles that

prevent them from having effective access to opportunities under the programme

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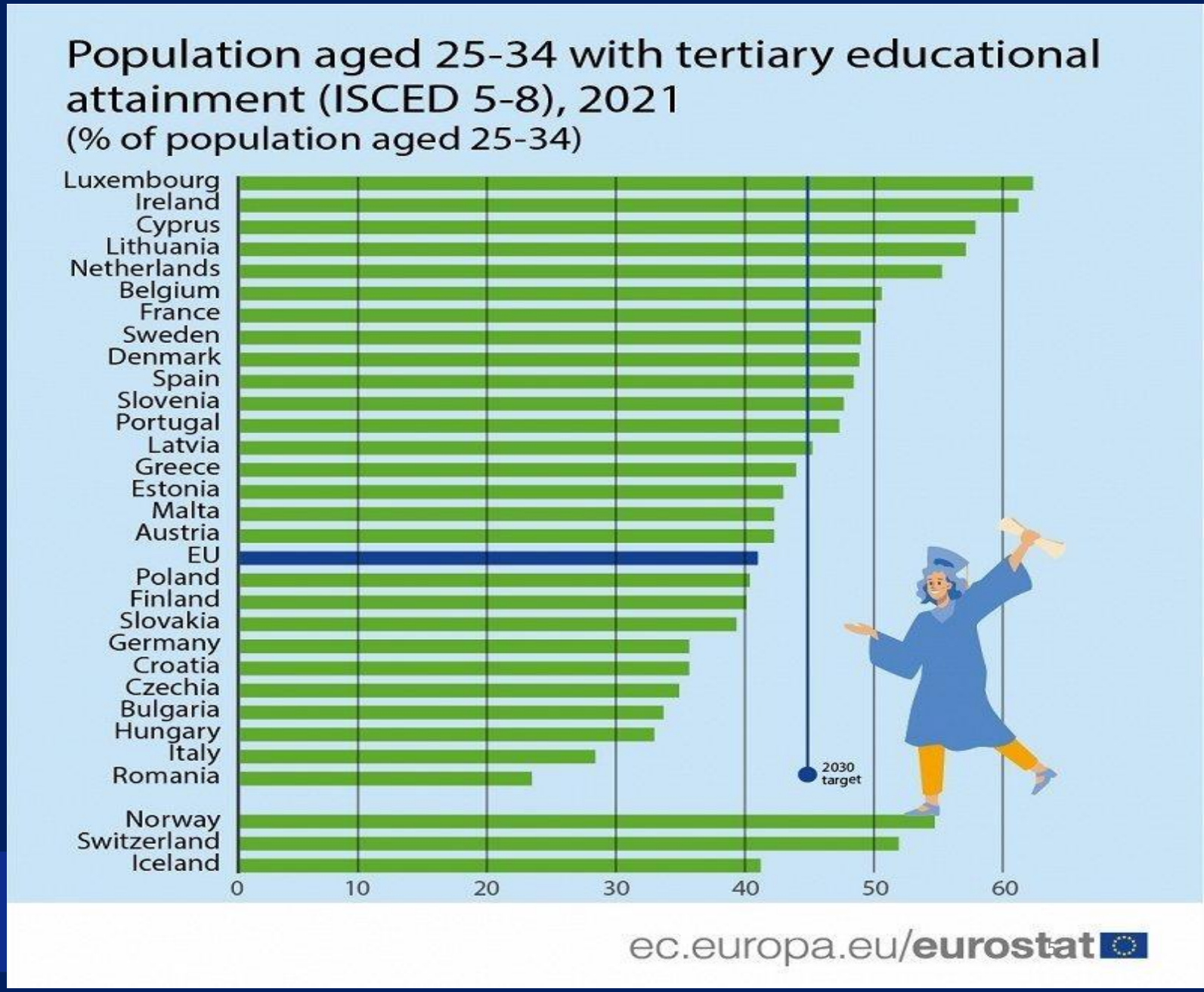
INTRODUCTION

The EU Member States have set themselves a target of increasing the share of the EU population aged 25-34 who have completed **tertiary education to 45% by 2030**

Adult education is a priority as well



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THE OBJECTIVE: TO CREATE AND PROMOTE LEARNING OPPORTUNITIES AMONG ALL CITIZENS AND GENERATIONS VIA INTRODUCING AN ONLINE LEARNING PLATFORM, WHERE COURSES AIMED AT INCREASING DIGITAL SKILLS WILL BE AVAILABLE

SPECIAL BENEFIT WILL BE THE PSYCHOLOGICAL SUPPORT AND PROFESSIONAL GUIDANCE PROVIDED FOR THE TARGET GROUP MEMBERS - IN ORDER TO MOTIVATE THEIR FURTHER DEVELOPMENT AND GROWTH, AND BETTER INTEGRATION INTO THE LABOUR MARKET

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TARGET GROUPS OF THE PROJECT

people with fewer opportunities in terms of education (unfinished secondary school or less)

people with disabilities

people having been unemployed for more than a

year refugees (Ukraine being as the priority)

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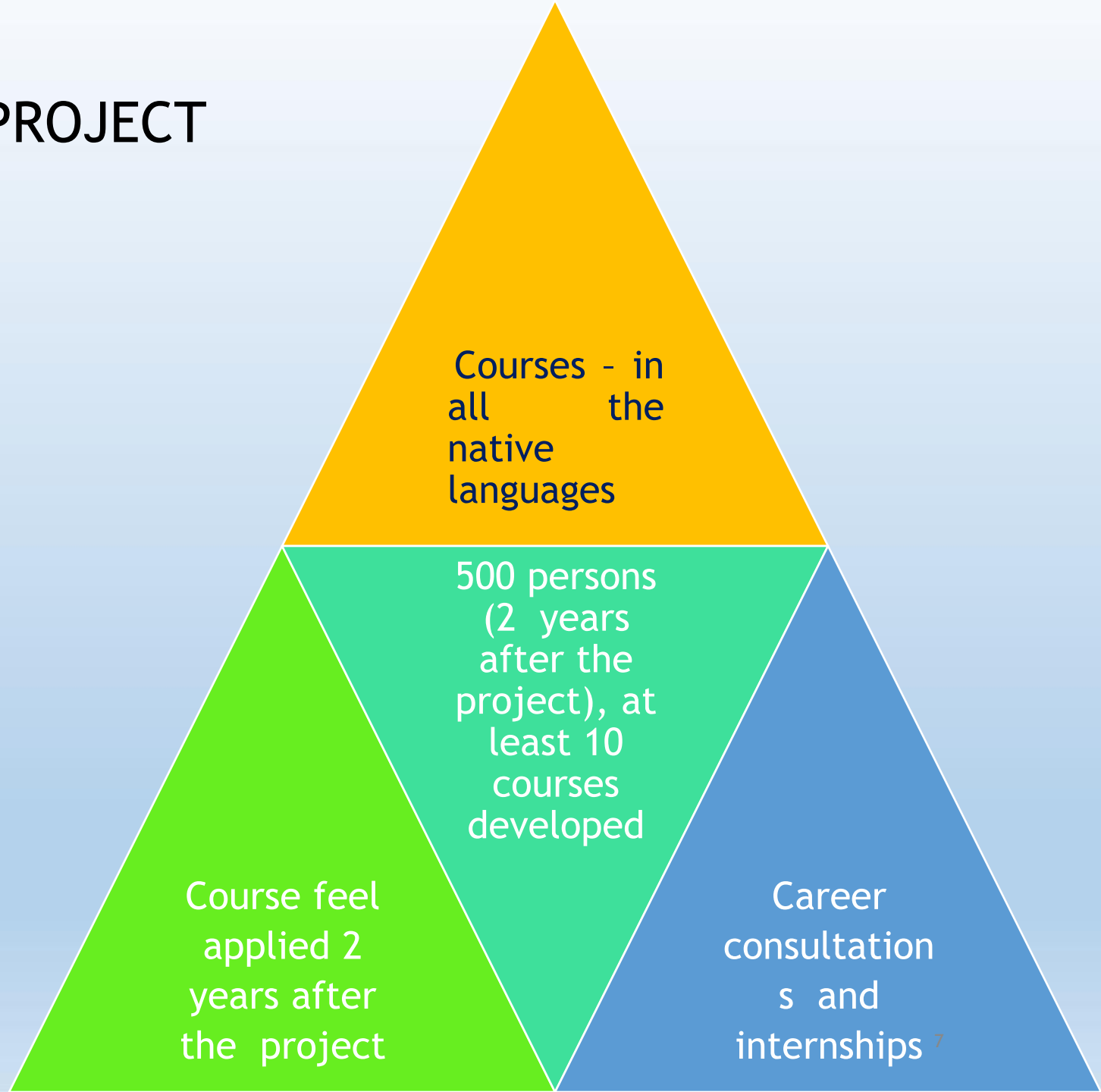
RESULTS AFTER THE PROJECT



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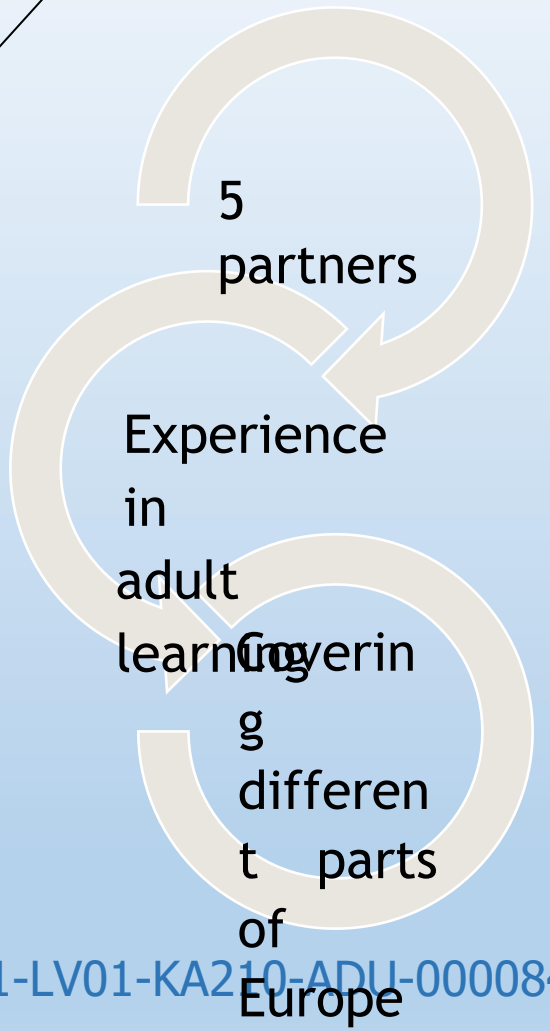
RESPONSIBLE FOR THE PROJECT IMPLEMENTATION



RESPONSIBLE PARTNER – LATVIA, MAGNETIC PROFESSIONAL

Founded in the first half of 2019. Since its establishment, we have been successfully engaged in the provision of professional development courses for adults, non-formal education and lifelong learning, as well as the implementation of various projects promoting education

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PROJECT PARTNERS

Cyprus

Cross Culture International Foundation Cyprus, CCIF Cyprus youth established in 2016, to foster inclusive, peaceful and just local societies free from hate, fear and violence. CCIF Cyprus is active in the field of education, intercultural integration, audience development, trainings and informative seminars for the youth and adults

Finland

Pirkanmaan muotoilu- ja taideteollisuusyhdistys Modus ry – a nationally renowned and recognized association that promotes professional design, arts and crafts. Currently, Modus has 60 members, who share a common set of values: high quality, *ethics*, and ecology

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PROJECT PARTNERS

Greece

Innovation Hive, goal is to find solutions to the new innovation challenges, to achieve Growth, Sustainability and maximize the impact to the society. Organization's strategy is to conduct research and education as well as promote innovation by accomplishing the involvement of society, academia, industry and public sector with the use of co-creation methodologies and a quadruple helix approach

Italy

Petit Pas aps - cooperate with schools, local organization and institution for National Operational Programs, Local Program and organize events of combined school-work experience for about 60 students a year (16-19). Petit Pas has 3 school, 2 VET high school, 2 adult organizations, a social cooperative for the disabled like associate partners

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PROPOSED ACTIVITIES

PR1	PR2	PR3	PR4
Training event - The power of learning in digital environment	Elaboration of the Programme Toolkit	Programme platform and course delivery	Final meeting on the project results

Overall description of the digital tools implementation

- The main tool to be used by the educators is the TrainyFly system based on the moodle platform (please see the description attached)

- The other tools recommended to use:
Miro board for allowing joint works
GitMind for creating charts
Canva (suggested for presentation, banner or info-graph creation)
iLovePDF | Online PDF tools for PDF lovers

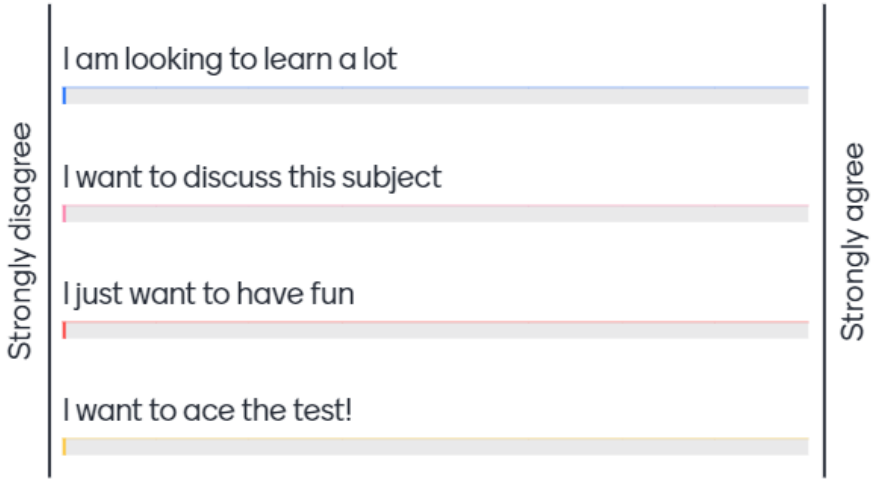
Mentimeter.com

Join at menti.com use code 8404 1520

Mentimeter

COURSE EXPECTATION - ANONYMOUS SURVEY

What are your expectations for today's class?



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Possibilities provided by the Miro board (alternative of the white board)

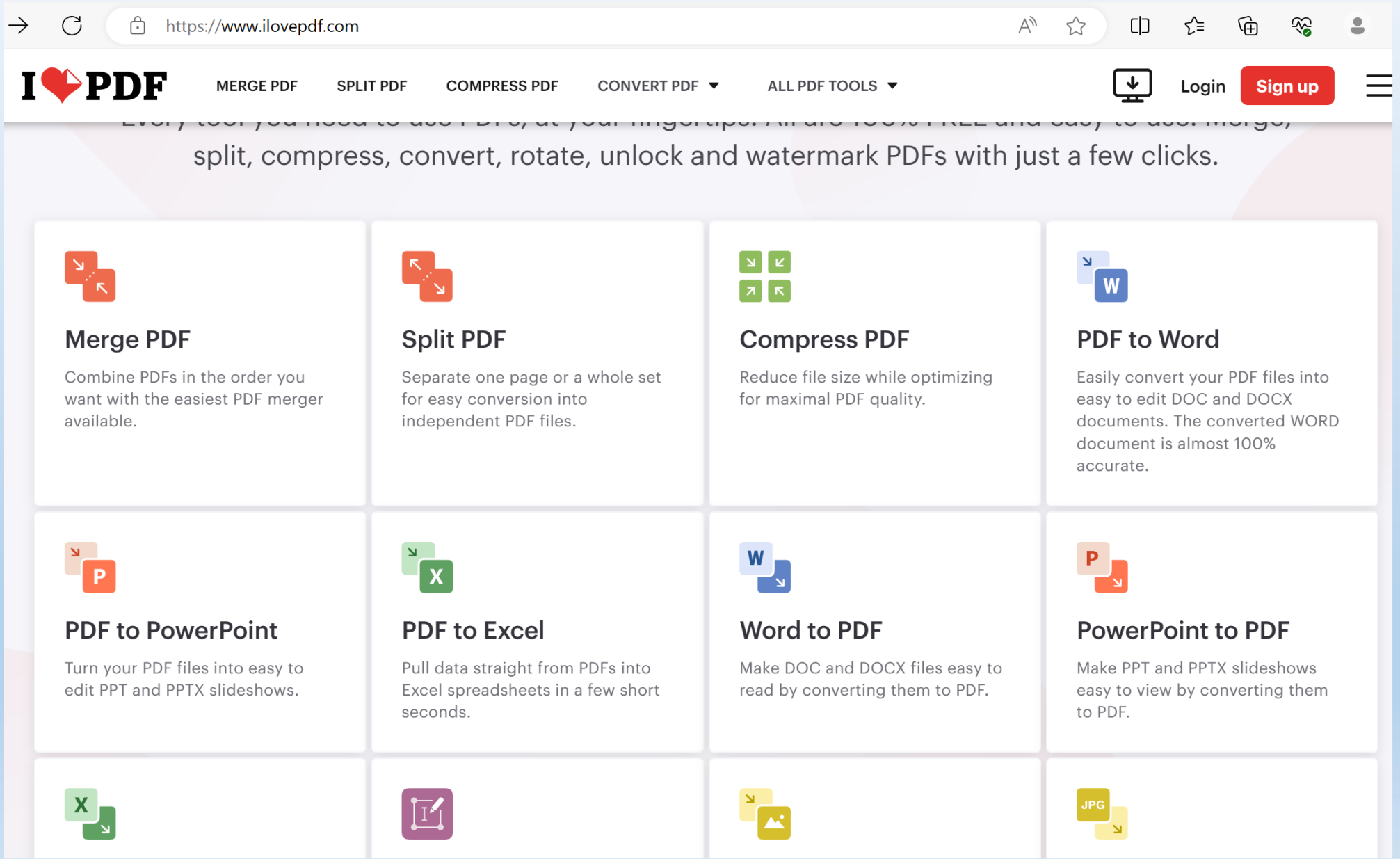
Free tools for Logo Creation

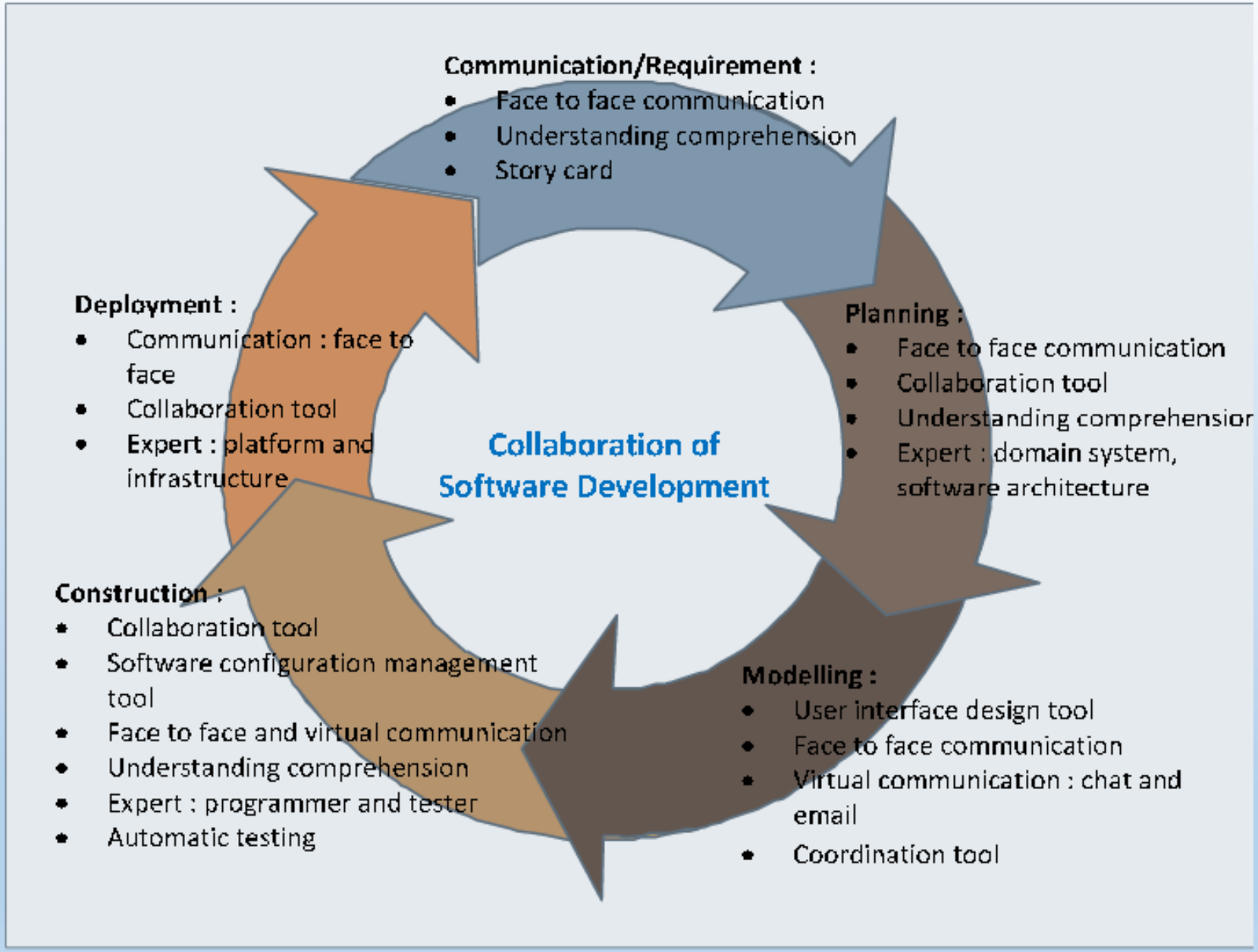
- Tailor Brands
- Design Hill
- Looka
- WIX Logo maker
- CANVA logo maker

Resources to get and to upload free pictures

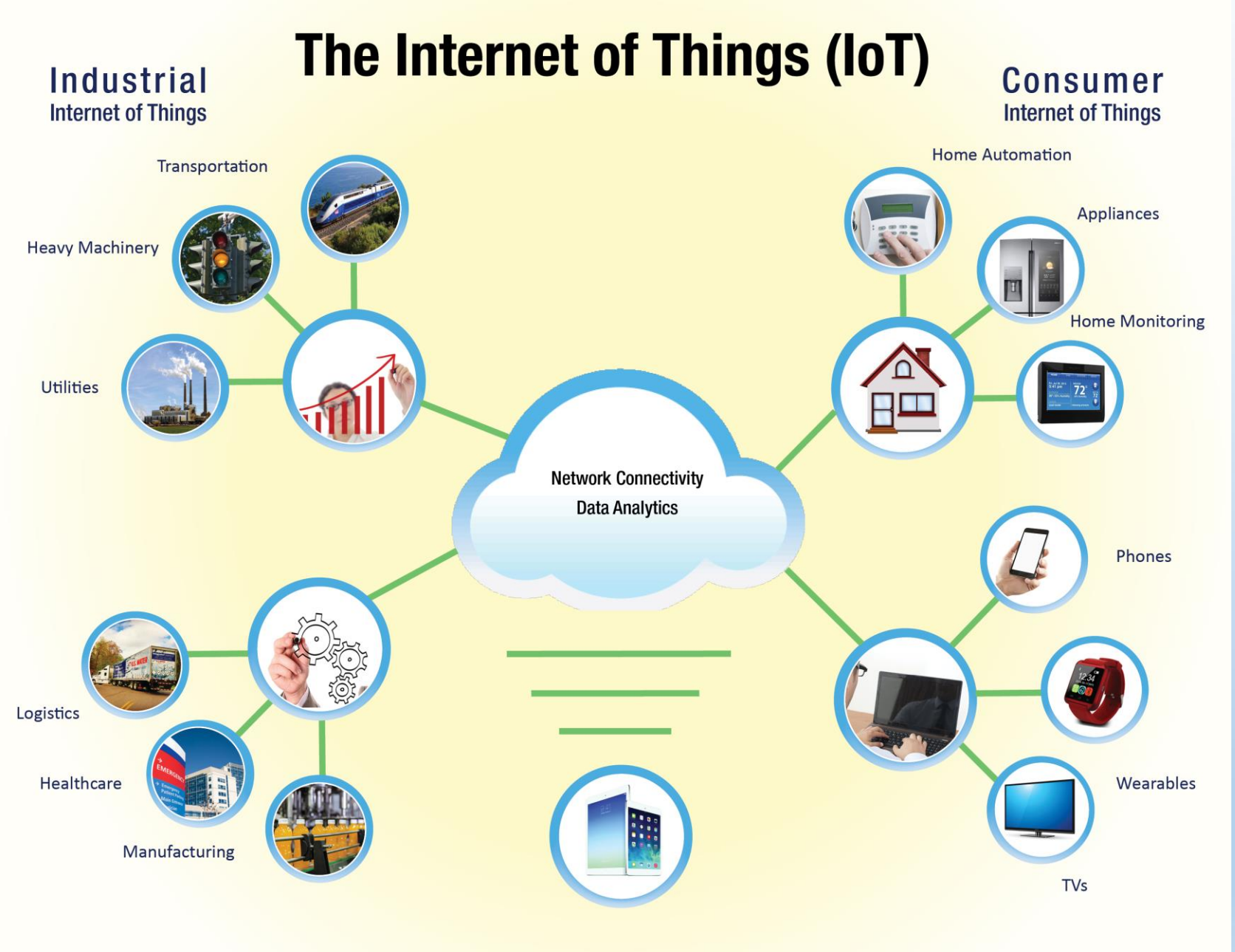
- https://www.pexels.com/
- https://pixabay.com/
- https://unsplash.com/
- https://www.canva.com/

If one needs go convert files from the pdf format



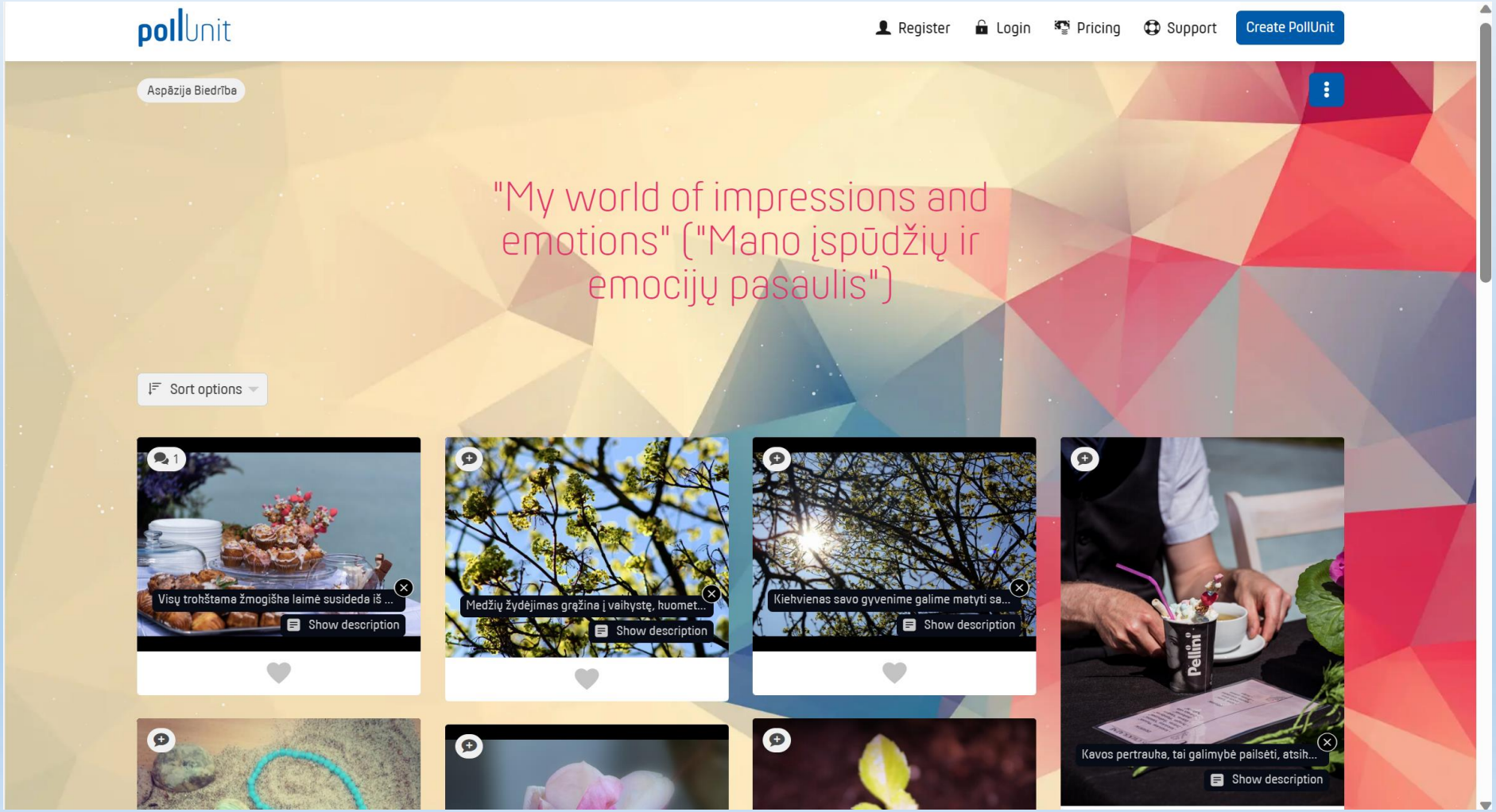


https://www.researchgate.net/figure/Collaboration-model-of-software-development_fig1_221013795

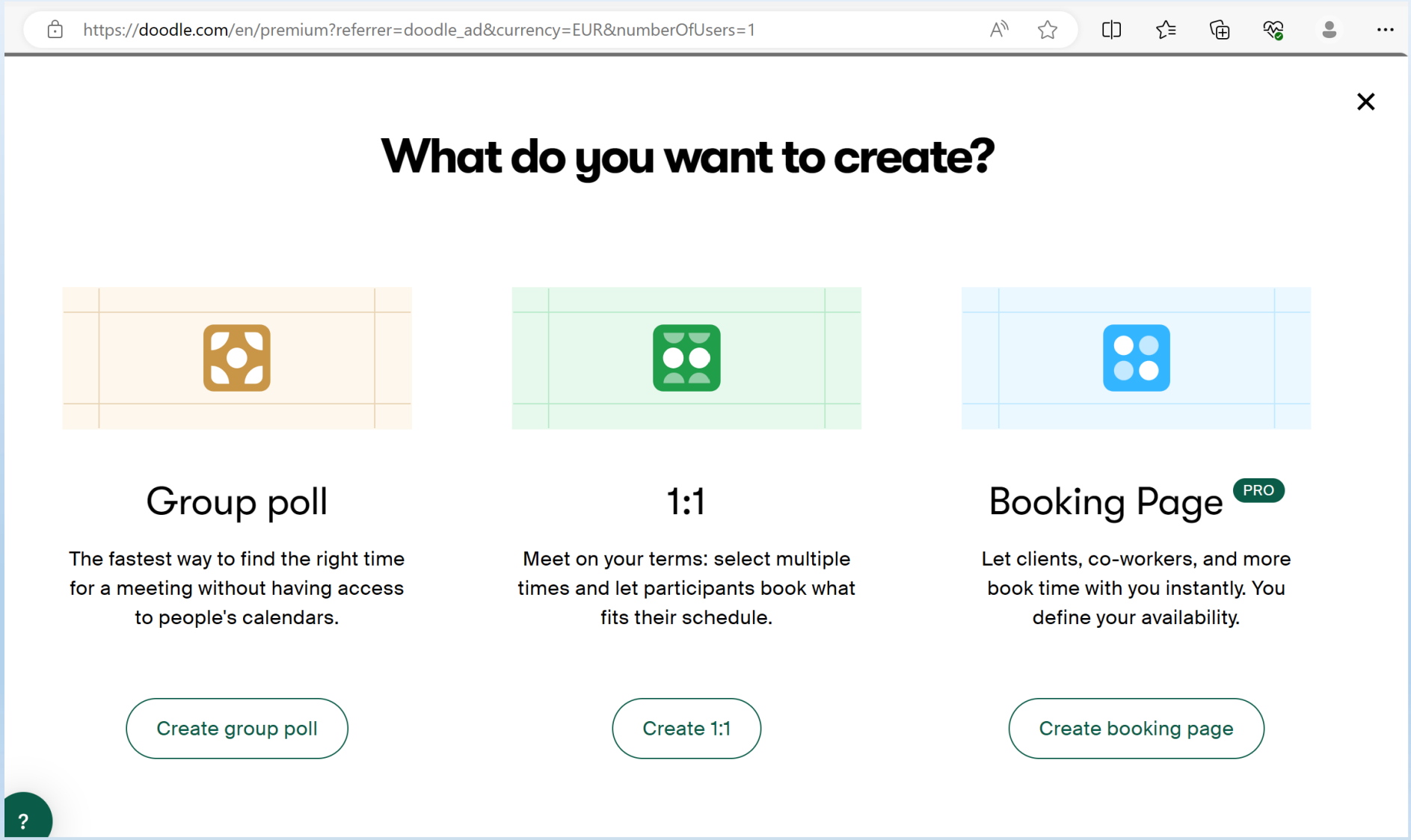


The Internet of Things and its Benefit to U.S. Water Customers (kuritaamerica.com)

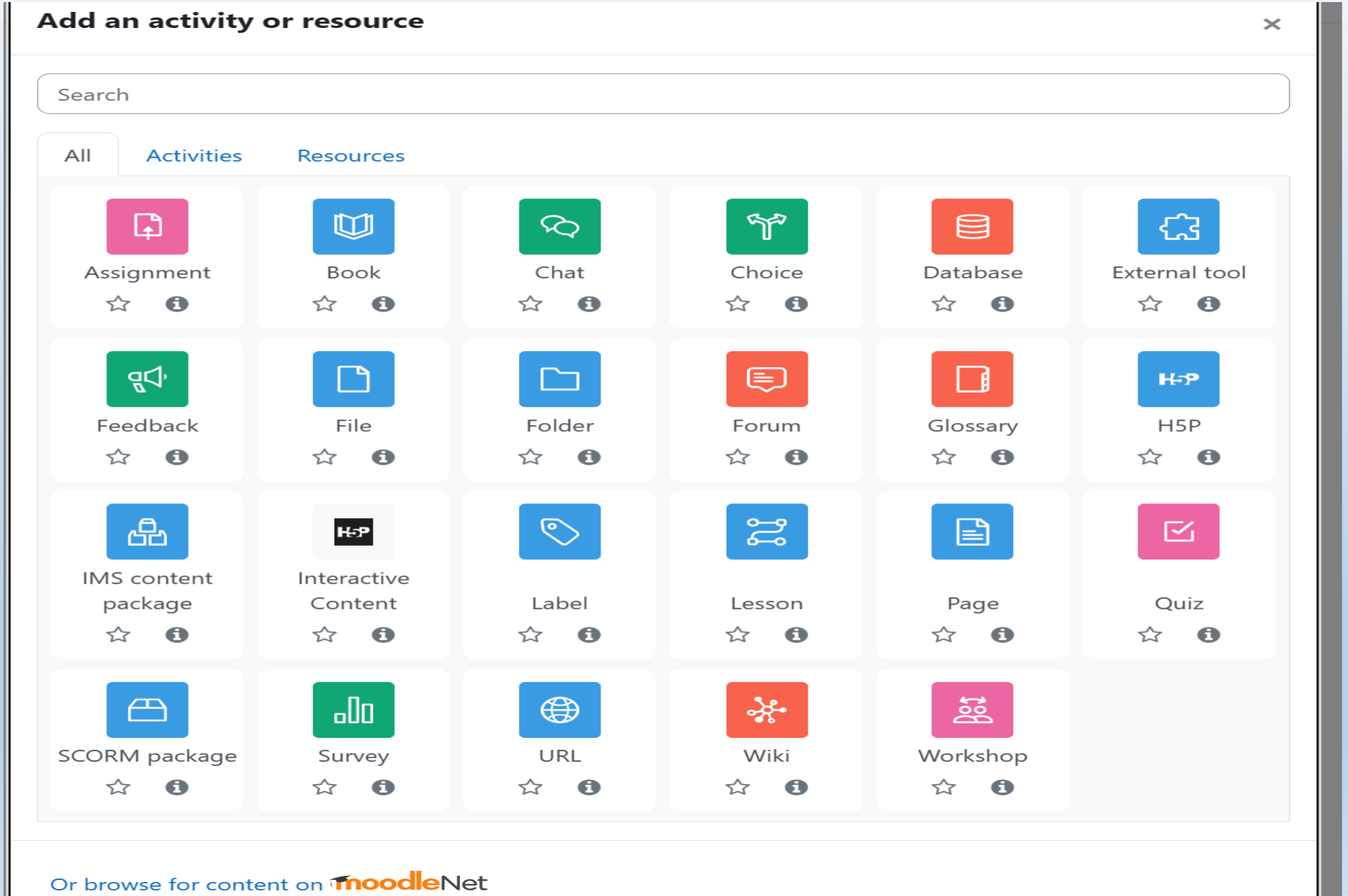
Pollunit (https://pollunit.com/) - to ensure «exhibition»of the works performed



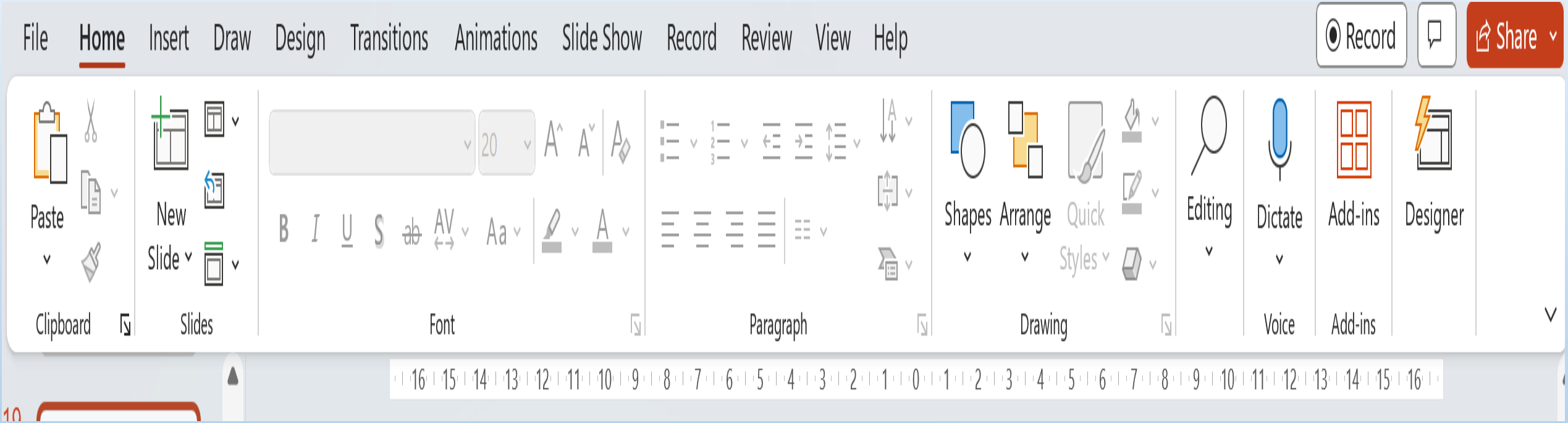
Doodle - possibilities to vote for the best time to organise a meeting



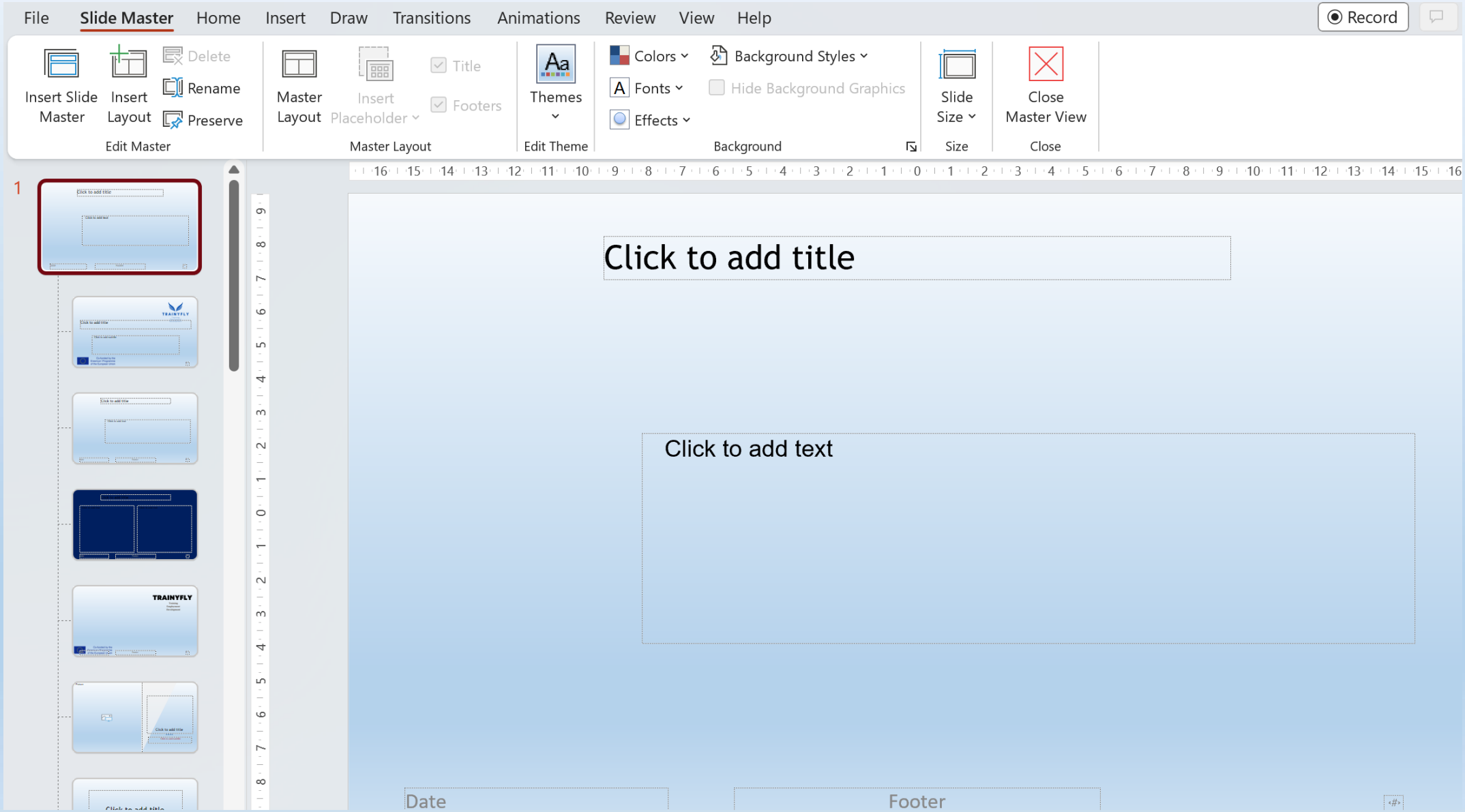
Moodle


Add an activity or resource
Search
All
Activities
Resources
Assignment
Book
Chat
Choice
Database
External tool
Feedback
File
Folder
Forum
Glossary
H5P
IMS content package
Interactive Content
Label
Lesson
Page
Quiz
SCORM package
Survey
URL
Wiki
Workshop
Or browse for content on moodleNet

MsPower Point – there are many possibilites related to this programme

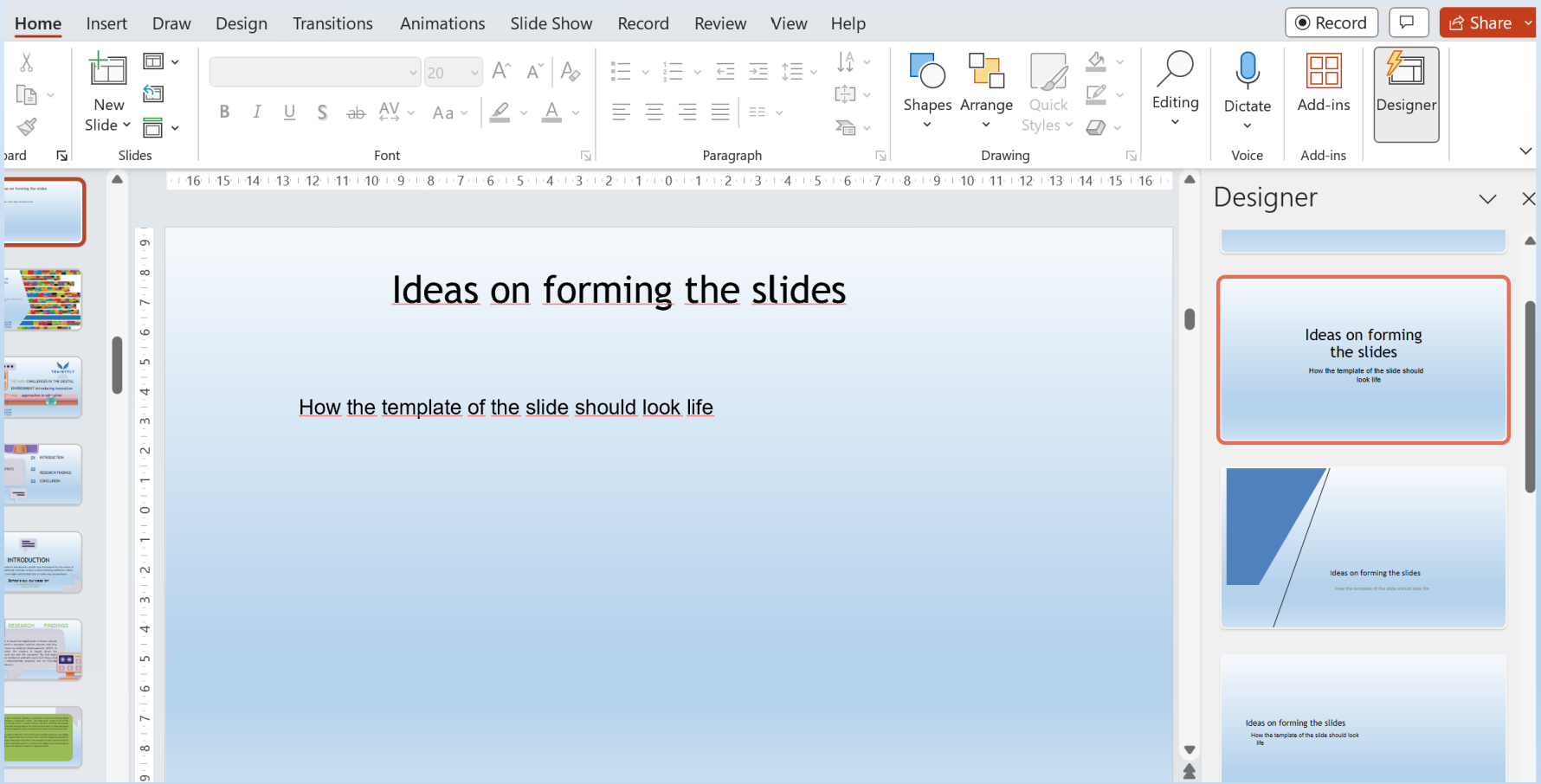


View – Slide Master – possibilities to adjust the templates of the slides

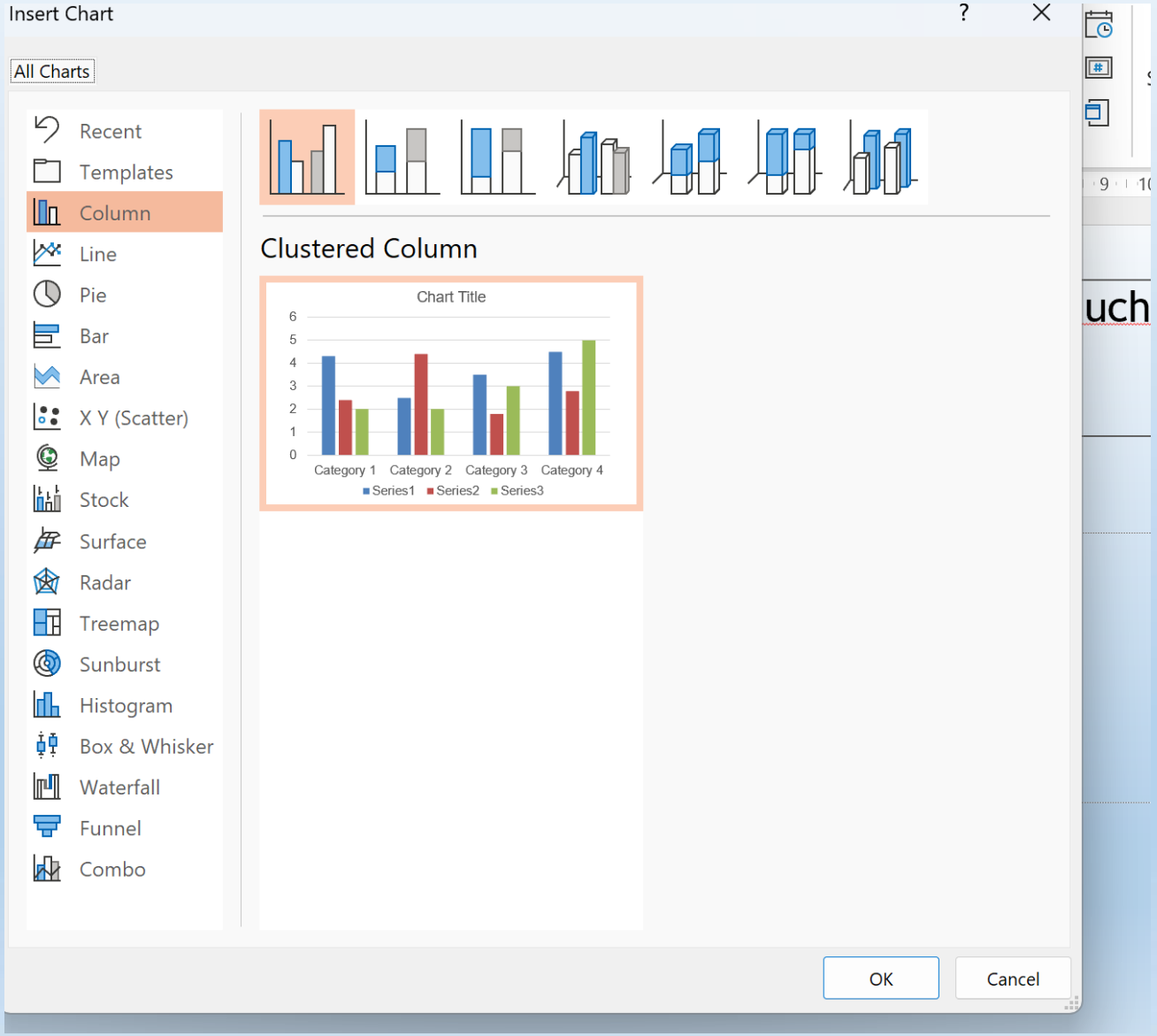


Ideas on forming the slides

How the template of the slide should look life

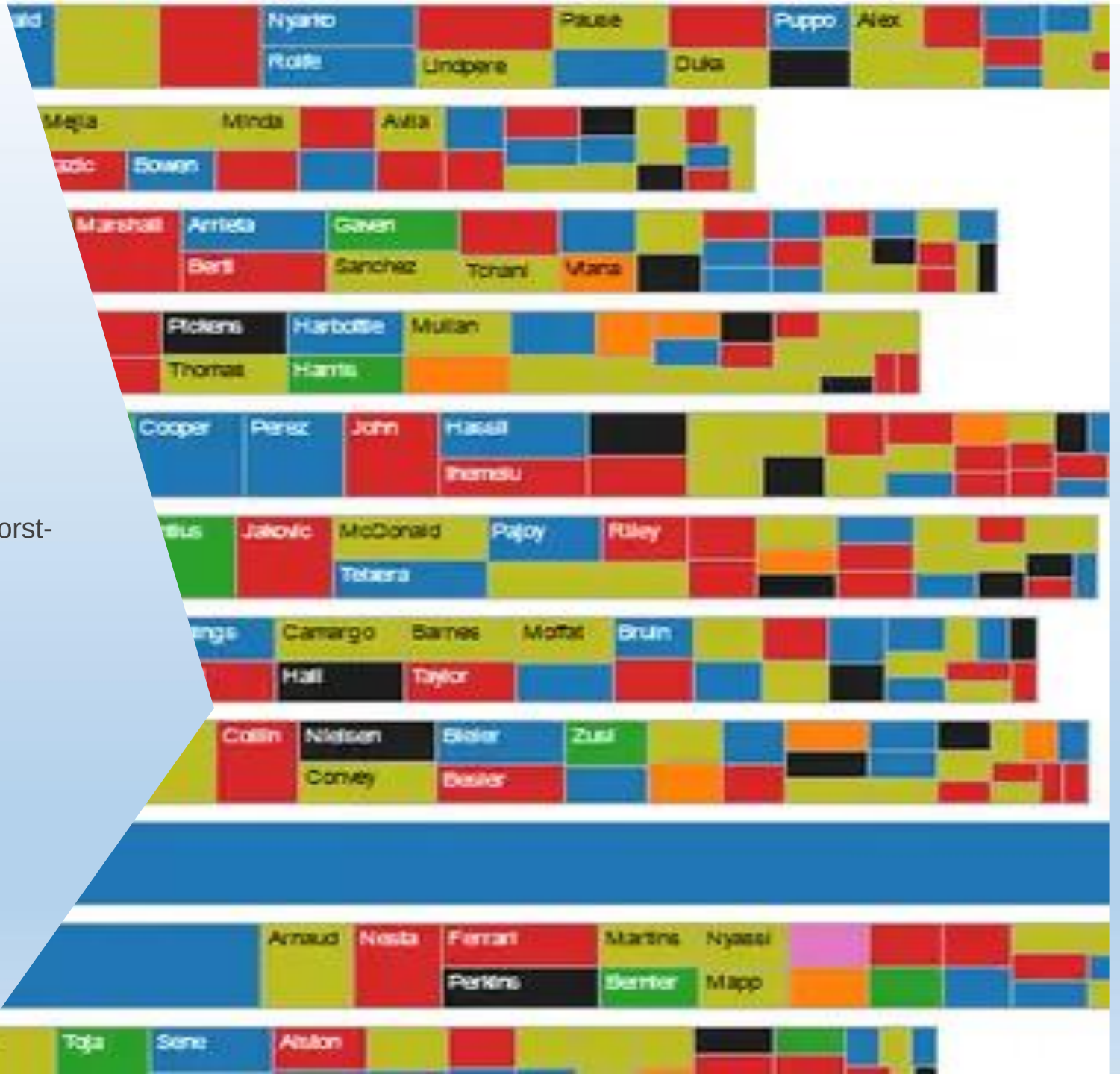


The possibilities in inserting Charts have become much easier in the MsOffice 365 version



What one Should not do, if making graphs

▶https://www.businessinsider.com/the-27-worst-charts-of-all-time-2013-6



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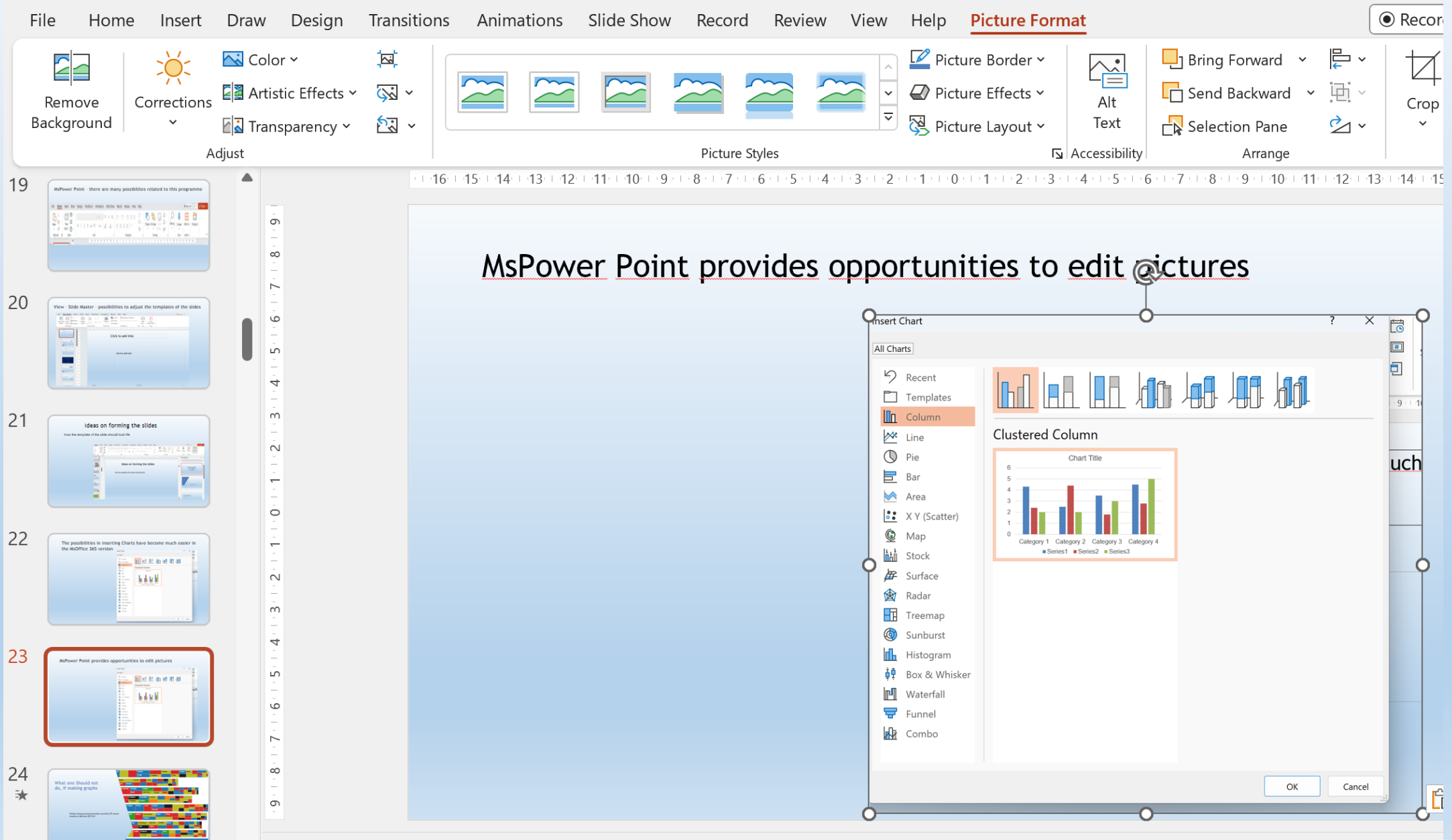
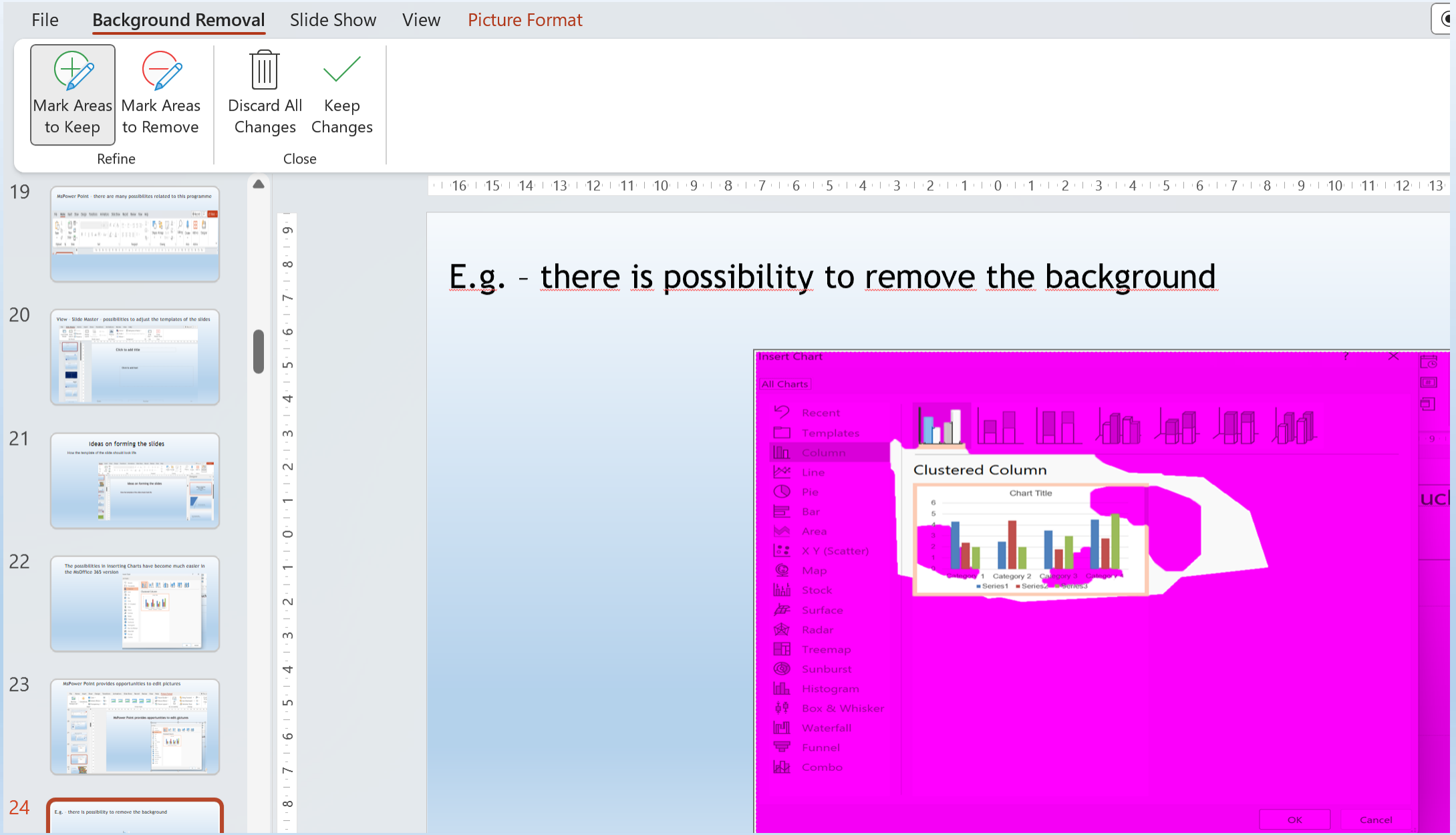
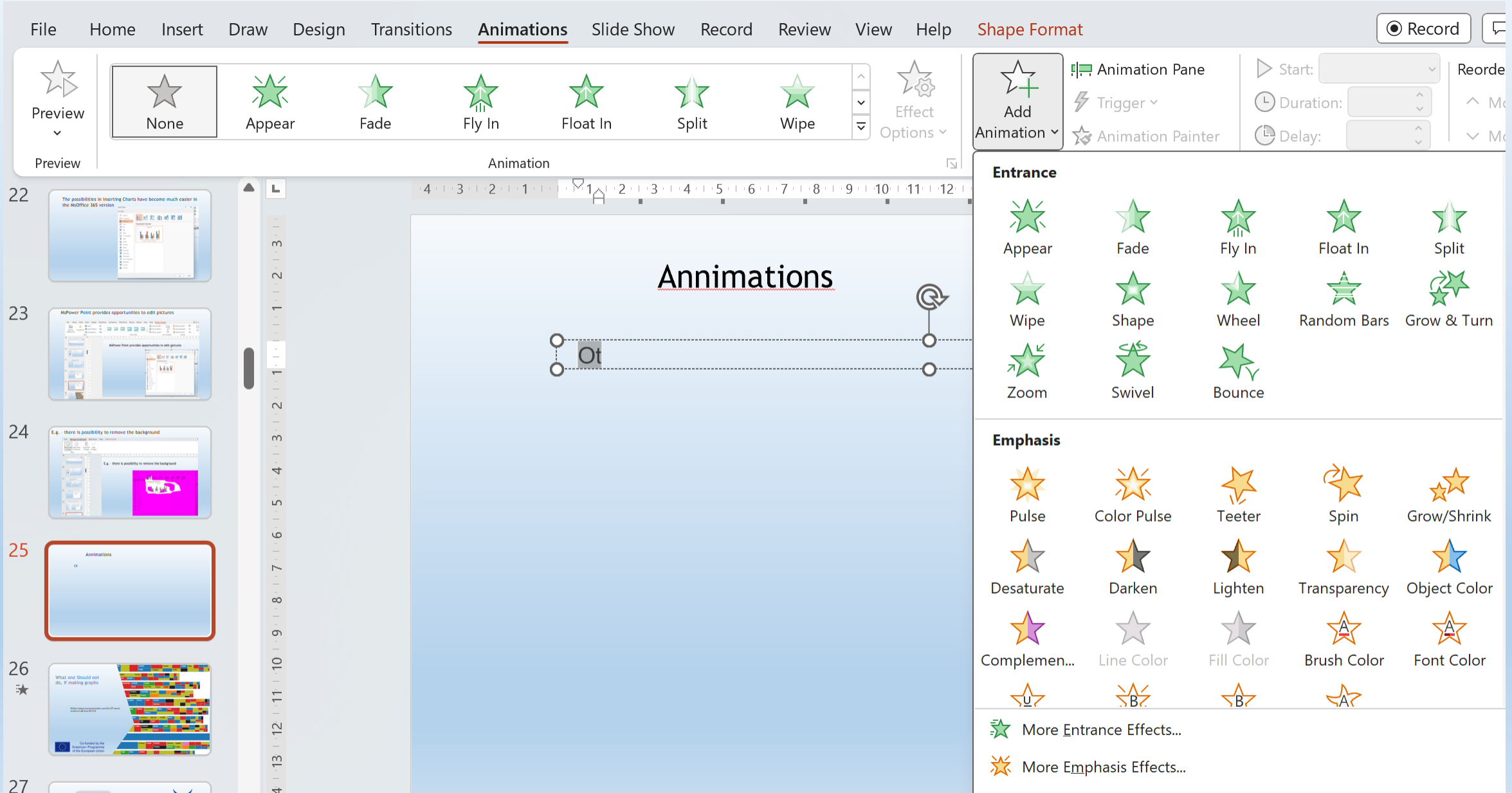
MsPower Point provides opportunities to edit pictures



E.g. – there is possibility to remove the background



Animations


File
Home
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Transitions
Animations
Slide Show
Record
Review
View
Help
Shape Format
Record
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Bounce
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Color Pulse
Teeter
Spin
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Lighten
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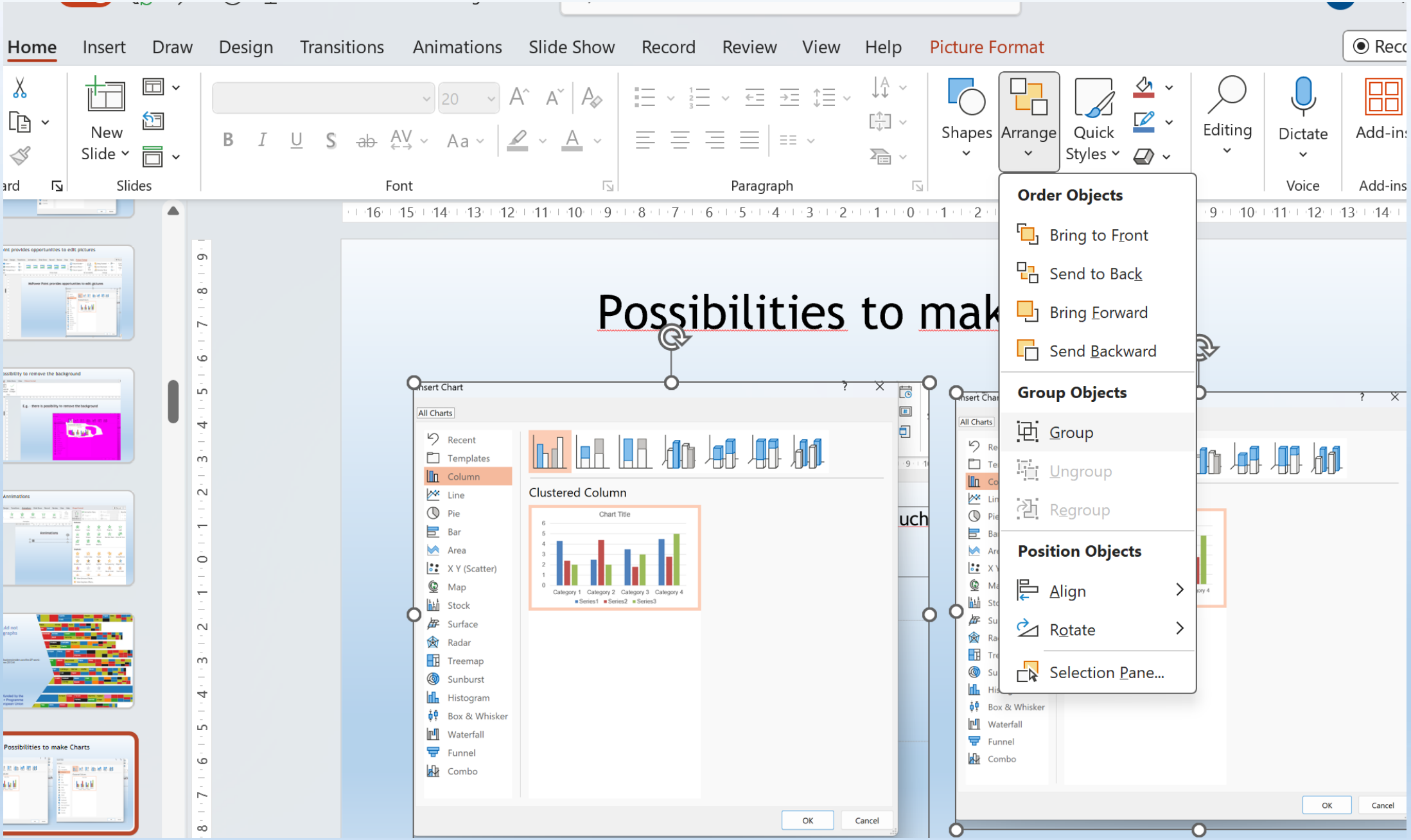
Brush Color
Font Color
More Entrance Effects...
More Emphasis Effects...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Shapes
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Quick Styles
Editing
Dictate
Voice
Add-ins
Order Objects
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Send to Back
Bring Forward
Send Backward
Group Objects
Group
Ungroup
Regroup
Position Objects
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Rotate
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Recent
Templates
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Line
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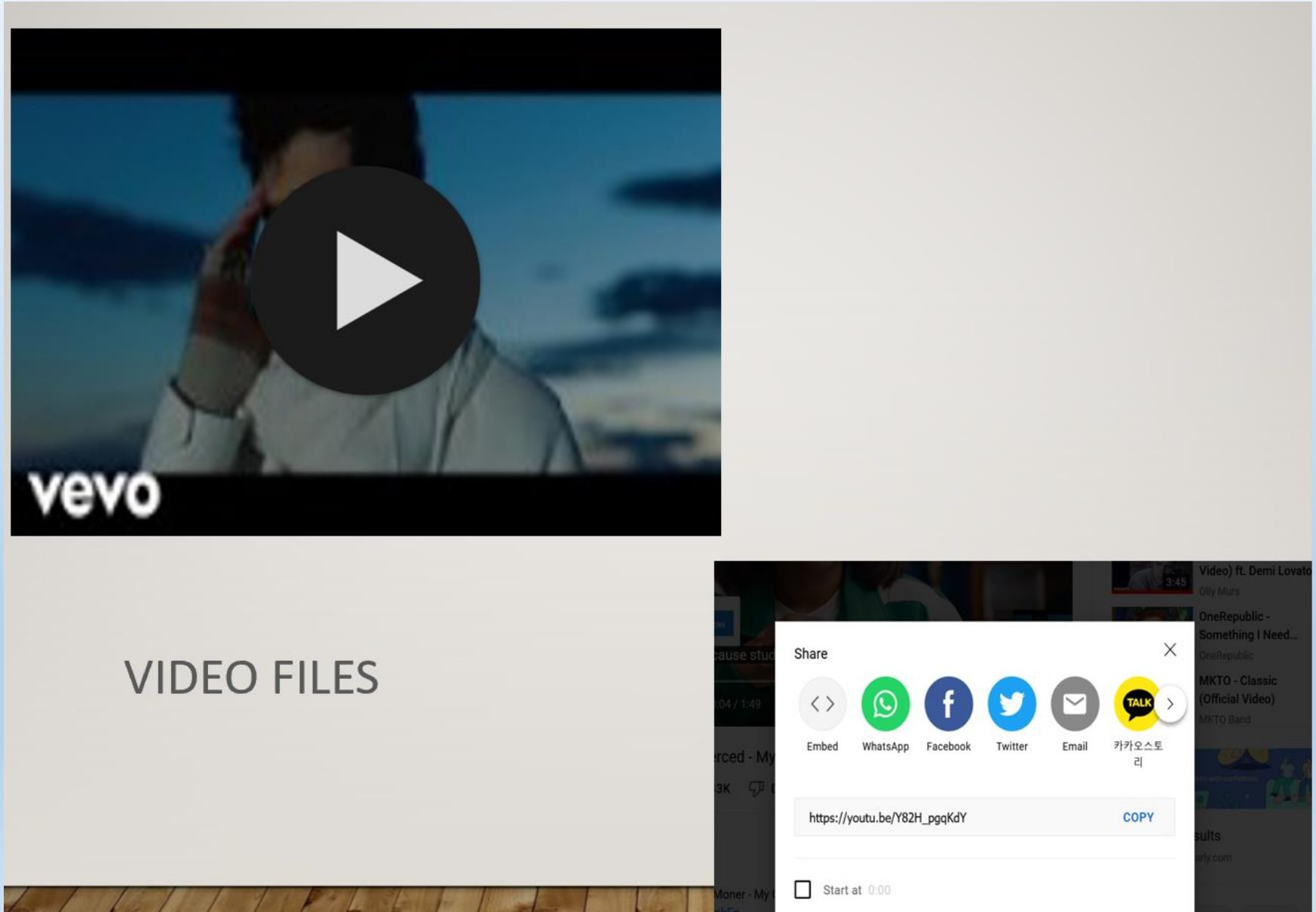
Map
Stock
Surface
Radar
Treemap
Sunburst
Histogram
Box & Whisker
Waterfall
Funnel
Combo
Clustered Column
Chart Title
OK
Cancel

Possibilities to insert Video files in Power Point



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THE MAIN CHALLENGES IN THE DIGITAL ENVIRONMENT-Introducing innovative approaches in education

innovation hive

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TABLE OF CONTENTS

01 INTRODUCTION

02 RESEARCH FINDINGS

03 CONCLUSION

INTRODUCTION

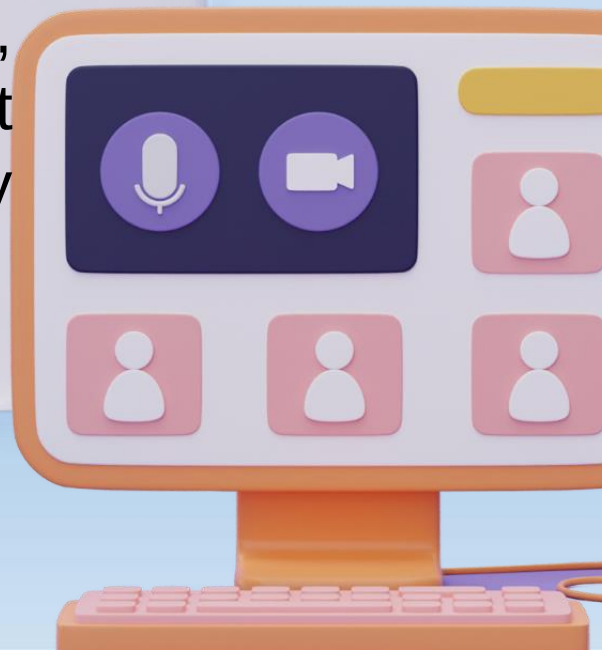
The COVID-19 pandemic introduced a whole new framework for the sector of education. The traditional methods of face-to-face teaching swifted to online environments overnight with limited time to make any preparetions.

School’s out, but class ’on'

(Zhou et al, 2020)

RESEARCH FINDINGS

Primarily, it is found that digital tools in Greek schools are only used in computer science courses and they are not in favor by students (Koutsogiannis, 2007). In this approach, the student is taught about the computer and not with the computer. By that logic, teachers are familiar as well with some tech theory that they have independently acquired, but not formally educated about it.



Research findings also reveal the inability of educators to teach by utilizing digital tools in their classrooms (Tzifopoulos, 2020). The main issue seems to lie on the teachers who have several years of service and do not have sufficient knowledge in digital media. Relevant interpretations are linked to their lack of initial education and training, which is not targeted and is not linked to modern social requirements.

In addition, the research of Nikiforos et al (2020) showed that teachers were highly dissatisfied with the support that they received from schools during the pandemic. Moreover it should be noted that only 50% of the teachers in the research believe that online education is important and few of them were willing to use technology in their courses once the were about to return to a physical class.

Actionaid Hellas published on January 2022 via an Erasmus+ project (MigratED) a report revealing the inequalities of education that came to the surface during the pandemic (Chatzoudi et al, 2020). Within this analysis, more that 100 educators are providing information with their views and a focus groups boosts the report with further information and comments. The thematic areas that emerged are:

- Lack of formal training in using the technology
- Insufficient equipment
- Insufficient platforms to support online teaching
- Unequal access to online lessons
- Lack of personal contact and interaction with the students

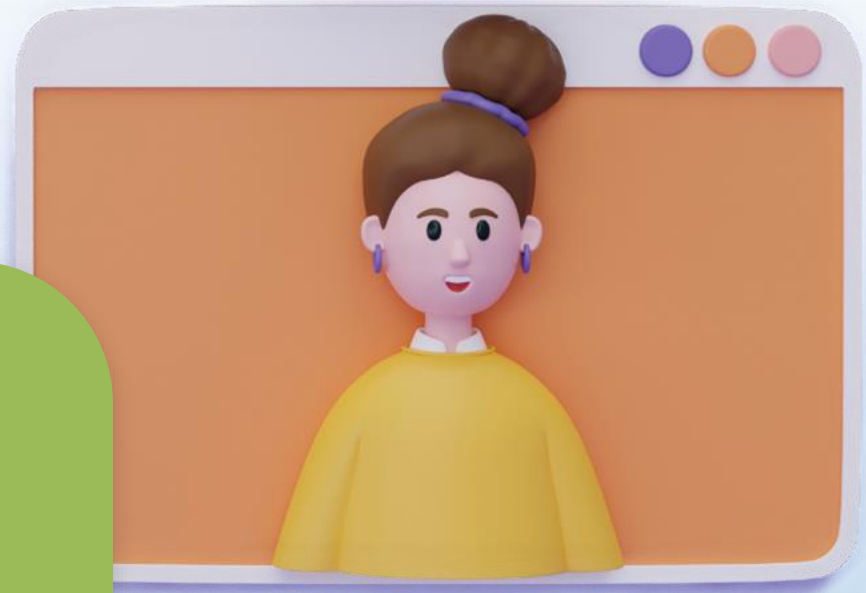
Nevertheless, the educators did not seem to had a negative attitude towards digital technologies in classroom as several of them would like to adopt them in face-to-face courses. But they do highlight that support on behalf of the government is necessary in order to succeed.

CONCLUSIONS

1. There is not technological readiness in Greek schools
2. Teachers views vary
3. More support is needed
4. Positive attitude to be created

Thank you!

innovation hive



Using digital solutions and artistic approaches in learning process – Canva for Artisans

What is Canva?

- Free tool for graphic design- visual outlook (not a photo editing program!)
- Presentations, social media, infographics, photo banks and collages, posters, CVs, brochures etc.
- Free version is usable for artisans
- There is a pro version too, and also single elements can be purchased
- Works on browser, does not need to be downloaded in PC Lots of free photos, fonts and graphic elements

PRIMARY GOALS

To learn how to create a Canva account

To know the basic tools

To create and download own design

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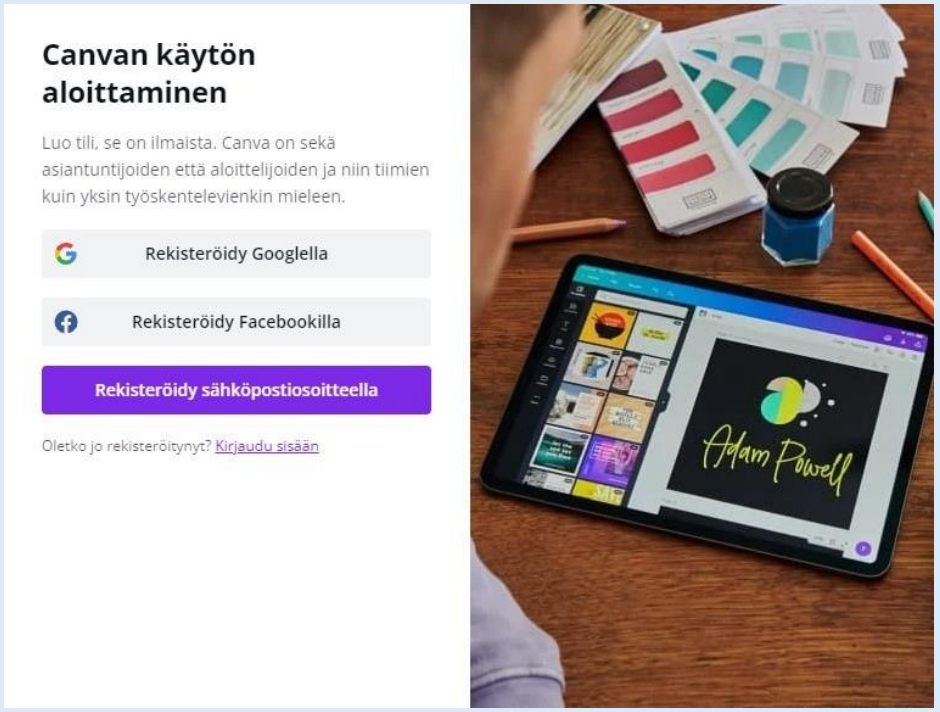
CREATE A USER ACCOUNT

- Click "Register with email address"
- User account can also be created with personal Google account or your Facebook profile, but email registration is recommended as a safer option
- Create a password for your account. A good password is unique and contains both uppercase letters, lowercase letters and special characters. Avoid reusing or recycling old passwords.



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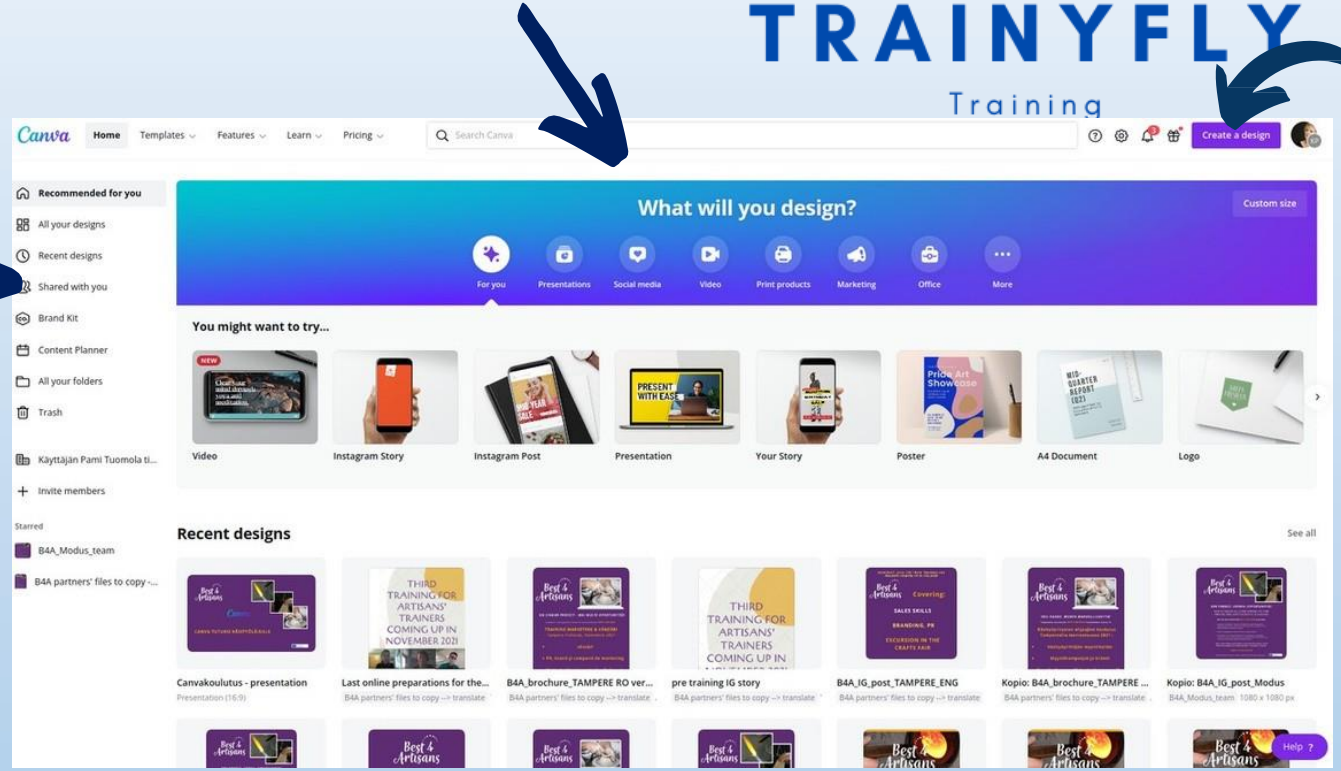
STARTING A NEW DESIGN

Canva has lots of templates —all professionally designed and fully customizable for your needs. To choose or find a template, click an example of a design under "What will you design" or click on the left bar "All designs" and scroll down, or click "Create a design" on the upper right corner
symbol.



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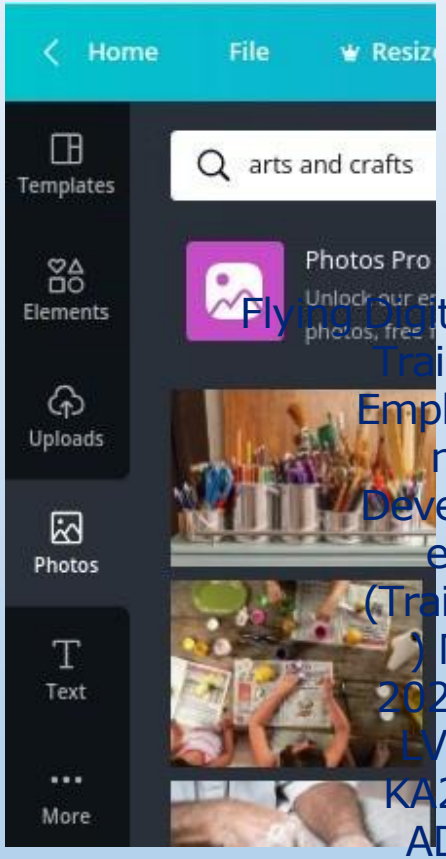
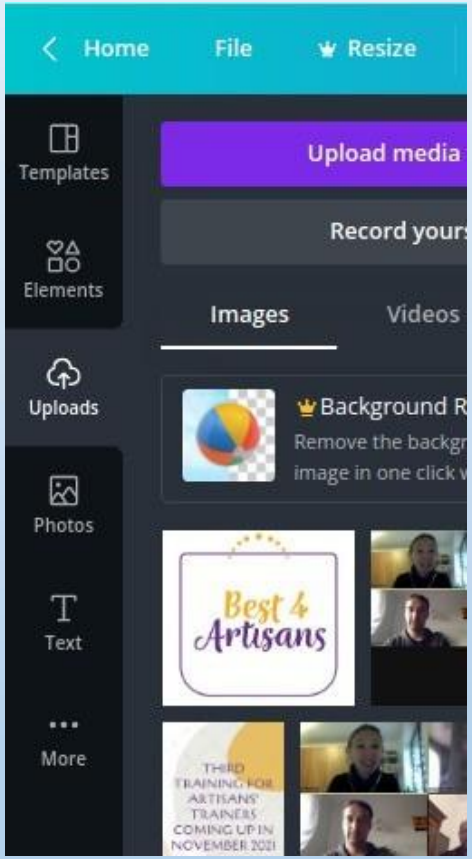
USE PICTURES IN CANVA



PHOTOS :

- Canva has a photo bank
- Diversity of pictures
- Search using words or browse by category

Flying Digital - Training, Employment, Development (TrainyFly) No. 2022-1-LV01-KA210-ADU-000084264



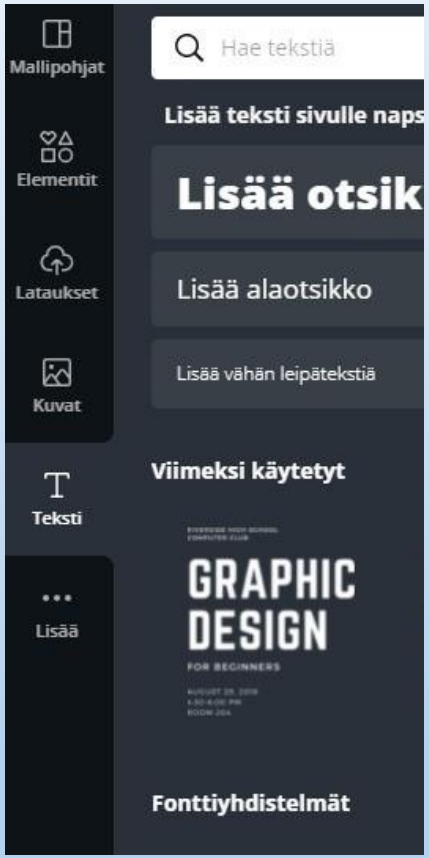
UPLOAD YOUR OWN PICTURES:

- Upload from your pc to Canva
- Choose icon "Uploads" and "Upload media"
- Canva saves the uploaded pictures in your own library
- In case you want to remove the uploaded picture, move it to trash from the grey-dots-icon on the upper right corner of the selected picture

TOOLS

ELEMENTS:

- Lines and shapes
- Graphics
- Photos
- Videos
- Sound
- Frames
- Grids



TEXT TOOLS

- Add heading
- Add subheading
- Add body text
- Text templates (for example labels etc.)
- Fonts

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Training Employment Development

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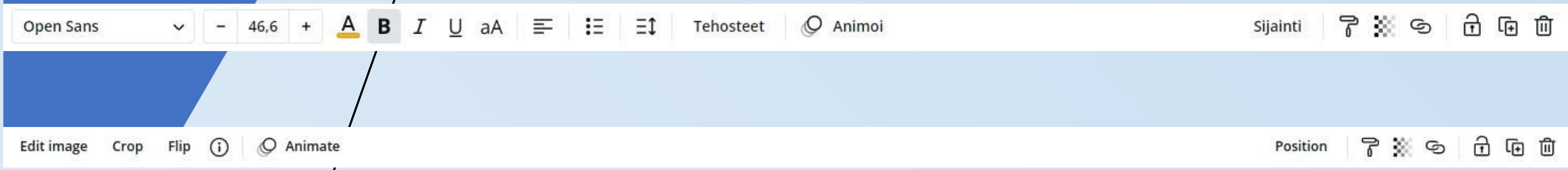
EDIT PICTURES AND TEXTS

In the upper corner of the editor, you'll find a menu to edit text and pictures. In the menu you can:

Choose a font
Change the size and colour of the text
Change the layout of text paragraphs
Add effects
Change the colour settings of pictures
Add an effect on a photo



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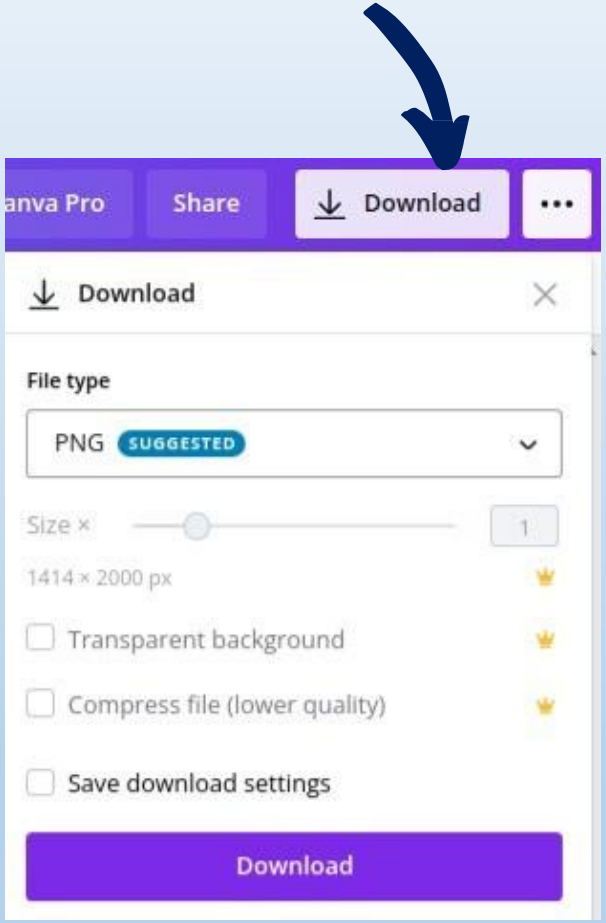
SAVE AND DOWNLOAD YOUR DESIGNS



Canva saves yor designs automatically. To download a file to your pc hard disc, click icon and choose a suitable format for your design:

PN

G

JPG

PDF - standardi

PDF - print

MP4-video

GIF

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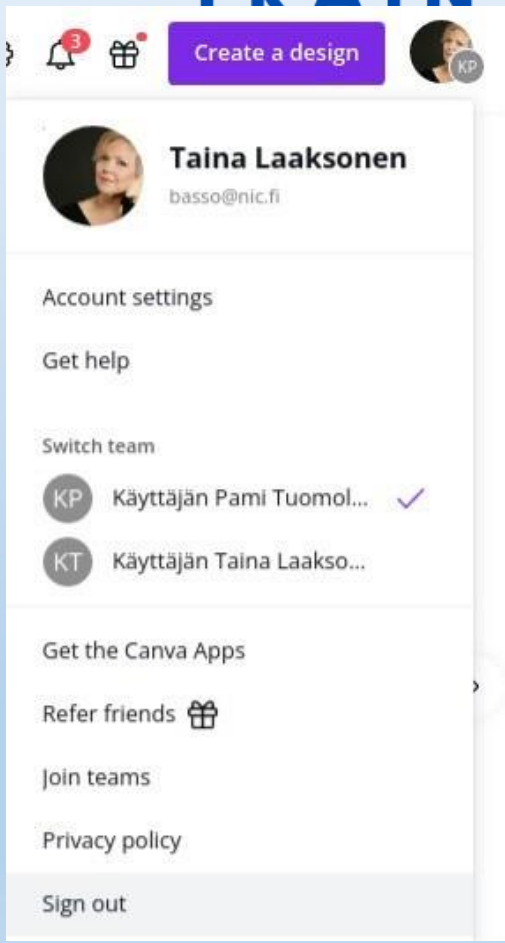
THE END

As you stop working, return to the front page and click the "initials/cover photo" button on the upper right corner and choose "Sign out". Remember to sign out always, especially when using a shared computer.



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Flying Digital - Training, Employment, Development (TrainyFly)
No. 2022-1-LV01-KA210-ADU-000081402640

SUMMARY

- Canva is a **free** tool for graphic design: presentations, social media, posters etc.
- You can create your own **user account** and make your own **designs**
- Use free templates,pictures (your own or from Canva), graphic elements, text tools
- Save and download your design

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Flying Digital - Training, Employment, Development (TrainyFly)
No. 2022-1-LV01-KA210-ADU-00008141264

Particularities on working with different target group learners (e.g. unemployed, people with lower education, etc.)

Challenges in adult education

A global crisis was needed to force education, including adult education, to recognize its limitations. A quick adaptation to the new situation is not only necessary, but this time is mandatory.

The COVID-19 pandemic, for example, has increased the pace of change, with distance education putting an even higher demand on communication skills.

The “skills gap” between what employers are looking for, and the actual skill level of many job-seeking adults, has generated particular interest in adult education.

MORE ADULT EDUCATION

˝The world of work is changing. We need more adult education, not less˝ said Alan Tuckett in a very interesting article published two years ago in The Guardian.

HOW?

- Plans for change and modernization (AE stucked in the 90s);

- The legislation is outdated in a lot of countries, with almost non-existent government investments for professional training in trades and occupations that are necessary for the real economy;

- Some training providers place little to no importance on preparing for the launch of a new professional course, which just leads to the material prepared for teaching as rushed and inadequate.

Highlighted current trends in adult education

The covid situation has sped up the evolution of education with the acceptance of remote learning, therefore,

- ✓ *many businesses have had to quickly adapt to remote work;*
- ✓ *teachers, schools, students … have all had to adapt to remote education;*

- Specifically designed for adults who are either:

  - returning to education after a significant break or

  - are seeking to learn new skills or knowledge later in life or

  - people with fewer opportunities in EU

  In recent years, main trends reflect changes in society and the economy, increasing importance of lifelong learning in the 21st century.

Educational opportunities

Significant changes reflect on

- the changing needs and preferences of learners;
- the needs of the economy and the labor market;
- the needs of society;

Current trends in adult education

Online, mobile and blended

The majority of professional adult training providers have been caught completely unprepared by the COVID-19 world crisis, with some countries taking delayed and inappropriate steps in regulating these forms of training.

Better Feedback

Adaptive learning systems and platforms are providing real-time feedback, and digital curriculum usually includes embedded assessments.

Employer partnerships

Projects can be completed quickly by **experienced learners** and more slowly by workers that need more time and support.˝

TRENDS

Online learning….

One of the biggest trends in adult education is the increasing use of online platforms for learning.

With the rise of the internet and the proliferation of online courses, adults can now access educational resources from anywhere and at any time.

Online learning allows adults to balance their studies with their work and other commitments, making it an attractive option for many.

Microlearning……..

Microlearning techniques involve breaking down complex subjects into smaller, more manageable chunks of information;

Easier for adults to absorb and retain new knowledge;

Focus on one topic at a time rather than trying to take in a large amount of information all at once.

Personalized learning…

Personalized learning is an educational approach that customizes learning for each student's strengths, needs, skills, and interests

takes into account the individual needs, preferences, and learning styles of each learner;

allows adults to progress at their own pace and to focus on the areas that are most relevant to them;

Gamification.....

Gamification involves using game-like elements, such as points and rewards, to make learning more engaging and enjoyable;

This trend is particularly popular among adult learners, who may find traditional methods of learning to be boring or tedious;

Gamification can make learning more interactive, helping adults to stay motivated and engaged.

Collaborative learning……

Collaborative learning approaches involve working with others to achieve a shared goal;

Collaborative approaches can take many forms, including group discussions, team projects, and peer feedback;

This type of learning can be particularly effective for adult learners, as it allows them to share their experiences and knowledge with others, and to learn from one another.

Increasing focus

Skills training and professional development.

As the economy changes and new technologies are developed, it is important for adults to stay up-to-date with the latest skills and knowledge in their field.

Many programs now focus on providing practical, hands-on training that can help adults advance in their careers or enter new fields.

This includes programs in areas such as technology, healthcare, and business, as well as more general skills such as leadership and communication.

Lifelong learning

Growing recognition of the importance of lifelong learning.

In the past, it was common for people to complete their education in their youth and then not return to formal learning for the rest of their lives. However, in today's rapidly changing world, it is increasingly important for adults to continue learning and adapting throughout their careers.

Programs are designed to be flexible and allow students to learn at their own pace, as well as in the increasing number of employers who value employees who are willing to continuously learn and improve.

Conclusions

The trends in adult education reflect the changing needs and preferences of learners, as well as the increasing availability of educational resources online.

These trends are helping to make learning more accessible, engaging, and personalized for adults, and are helping to ensure that they have the skills and knowledge they need to succeed in today's rapidly changing world.

Key facts about job-related training across the OECD

Skill needs are changing constantly in response to digitalisation, globalisation and population ageing. And yet **only around 40% of adults participate in training in a given year**.

Those most in need of training to find or keep a job are least likely to train. Only around 20% of low-skilled adults participate in training, compared with over 40% of medium/high-skilled adults.

Only 40% of workers in jobs with a significant risk of automation participate in training compared with 59% of workers in jobs with a low risk.

The training adults receive is not always perceived as being useful. Only around **half of those who participated in training find their training very useful for their job**.

Almost 50% of adults **neither train nor want to train**. A further 11% would like to participate, but do not because of a lack of time, money or employer support.

Not all training is for learning new skills. **Compulsory training, such as on health and safety, today absorbs 21% of training hours** on average across OECD countries.

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Social inclusion issues in education, professional guidance of the learners

WHAT ARE THE ADVANTAGES OF ONLINE LEARNING?

- Accessing the classes from any location
- Recorded lectures
- Can be easily
- personalized
- Environmentally friendly

Creativity

ACCESSING THE CLASSES FROM ANY LOCATION

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RECORDED LECTURES

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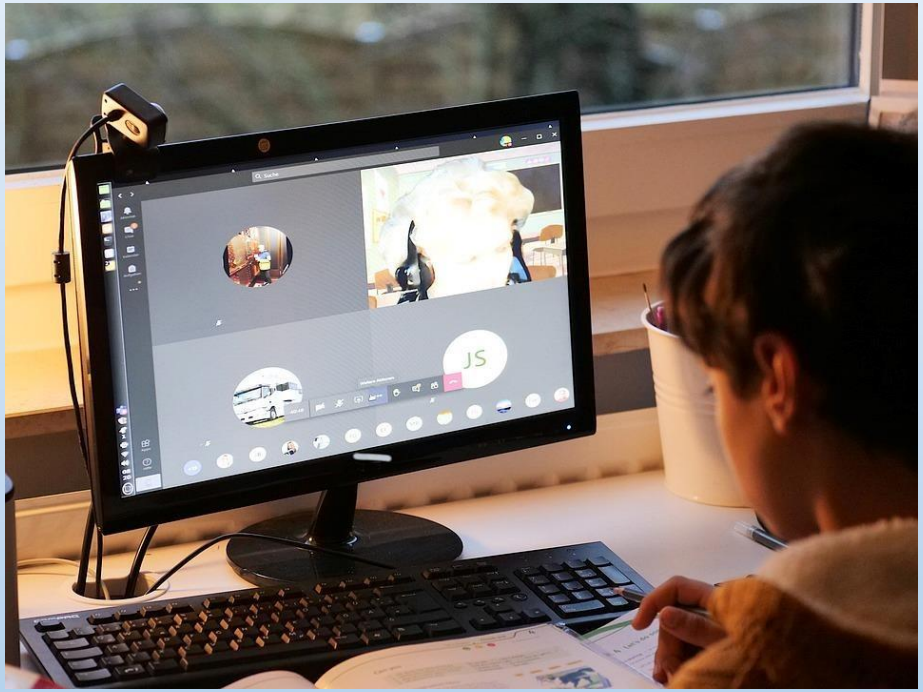
CAN BE EASILY PERSONALIZED



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ENVIRONMENTALLY FRIENDLY

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CREATIVITY

WHAT ABOUT THE DISADVANTAGES?

Technology problems

Lack of social contact

Time management skills and self-motivation are needed

TECHNOLOGY PROBLEMS

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LACK OF SOCIAL CONTACT

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LACK OF SOCIAL CONTACT

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ITS EASIER TO COMMUNICATE WITH THOSE WHO HAVE NOT COMPLETED THEIR EDUCATION PROGRAMM

Social network

Marketing/remarketing

Offers for opportunities

Online and offline learning courses

Online and offline
Offline challanges
«Tips and trick»
Summary

INTRODUCTION

It's a greatest illusion - thought, that record of an online lecture can be successfully used for e-learning (offline)!

Online and offline

similarities and differences

The only common in learning online or offline is need of some technological equipment (computer, tablet, smartphone, etc.).
Everything else are very different!

Differencies

ONLINE

Emulation of on site learning process - lecturer and learner occupies the same "time and space" - all participants of online learning session are present in one virtual space at the same time.
Instant reflection («feedback»)!

OFFLINE

Lecturer creates a something - encodes his/her knowledge in some kind of entity (information carrier) and learner tries to decode and learn.

Is there any reflection?

aTTENTION

ONLINE

Jokes, "small talk", questions, experience stories, group exercises, ad hoc pauses, etc. - full set of improvisation instruments!

OFFLINE

Zero improvisation!
Only main payload!
Very strict plan (scenario)!

Scenario – some tips

1. Split the big story (topic) in 15-20 min logical parts - e.g., every subtopic is logical part;
2. Every part is small story - with beginning, essence, conclusion;
3. After every part it is essential to create prerequisites for learner's reflection;
4. Next part can begin with the main conclusions from previous part;
5. Every example must been detailed, but not too much - to avoid offtopic!

Voice timbre

To be monotonous is bad (=learner will feel asleep);
To be too emotional is worst, this is not a movie, lecturer’s goal is not to draw emotional response!
Finding the golden mean is a challenge - it depends on a field and even a topic!

The same goes to lecturer's appearance, if in offline learning material is included video - the best algorithm is "less is more"!

Tuning process

1. Find «guinea pig» (better – 3-4) - preferable a person, who knows nothing in a field/topic.
2. Ask to learn 2-3 subtopics (logical parts);
3. Define the necessary reflection (or level of understanding) and verify that the result has been achieved;
4. Then ask for feedback (honest);
5. Tune according to results and feedbacks given;
6. Understand when the tuning process is done - wish to create absolute perfection is the road to nowhere!

Summary

To be effective in offline learning - forget everything you know about on-site or online learning!
This is completely different paradigm! ☺

PERSONAL EXPERIENCE WITH ADULT REMOTE EDUCATION

Tija
Svikule

Co-funded by the
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of the European Union

AGENDA

Introduction

Experience with adult education in digital environment

Pluses and minuses Summary

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INTRODUCTION

- Tija Svikule // 33 // Talsi region, LV
- Journalist
- Small business owner
- Equine welfare specialist

- NO higher education or degree (unfinished VET studies)
- Working from age 14
- Multiple remote studies

EXPERIENCE WITH ADULT EDUCATION IN DIGITAL ENVIRONMENT

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EXPERIENCE WITH ADULT EDUCATION IN DIGITAL ENVIRONMENT

- Project management with Agile, Scrum (LV)
- Adobe Photoshop, Illustrator for graphic design
- Graphic design
- Equine behaviour and psychology
- Equine welfare and management
- Safety in digital environment

PLUSES AND MINUSES

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PLUSES

- Time saving
- Packed and concetrated information
- Flexible
- Resource saving
- Ability to learn from great tutors from all over the world
- Emotionally easier

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MINUSES

- Lack of practical lessons with a tutor (for non digital content)
- Flexibility can mean you can skip something – needs to be controlled more
- Higher control of quality of studies
- Easier to cheat on tests – needs more knowledge control
- You need to choose the right course for you!

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SUMMARY

Adult education in digital environment is a great tool for people from different countries or regions to be able to learn new information and get knowledge and experience. In remote locations it is often hard to get to the country centre to study, as it is expensive and income level of countryside is quite lower that in regional centres, so it may be the only option to study and work remotely as well.

THANK YOU

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