DigitALAD

Digital Adult Educators: Preparing Adult Educators for a Digital World
"DigitALAD Curriculum for adult educators"

LESSON PLAN INFORMATION

Lesson/Activity plan: Using Edmondo software to provide guidance and assistance.
Target/group: Adult educators
Topic/ competence: Guidance
Time: 1 hour 30 minutes

INTRODUCTION

- Introduce learners to materials and devices that will be used in a lesson.
- Introduce students to guidance competence.
- Show & talk about examples of the use of guidance competence.
- Establish safety criteria with the workspace class (leave your workspace as you find it, lock screen when leaving workplace (on a personal computer), if it is a public computer then delete your personal data after using it).
- Remind the student that when they sign up to Edmondo software, they need to use a strong password and after work is done, they need to log out.
- Split students into 4 groups

TEACHER NOTES

- Provide all necessary materials.
- Ensure that students are involved in all activities by showing interest and encouraging them.
- Answer students' questions with enthusiasm and give simple and clear instructions.
- It is recommended to follow the structure or sequence of the lesson - introduction, main part, conclusion.
- Make sure that students have at least two computers per group or at least four smart-phones per group.

MATERIALS, DEVICES AND TOOLS

Materials, devices or tools needed for this lesson (needed to develop certain competence):
1. Computer with internet connection or smartphone
2. Edmondo software (it is a social network for students, teachers, parents, and schools. It can be used to share assignments and grades, host discussions and post videos, schedule appointments, and create and take polls).
3. MS PowerPoint presentation about Guidance competence.

LESSON TASK

1. When students were introduced to guidance competence you can split them into groups and remind them about safety tips when using computer or smartphone (see section Teacher Notes).
2. Ask students to enter Edmondo website (they can use Google to search for it).
3. Ask students to register their account (they need to choose between three account types – teacher, student, parent and they can use different signing options via Google, Microsoft or Apple account or they can register without using accounts).
4. When they are registered, you can show them how to manage their profile (download profile picture, biography and other relevant information so that their students can identify them).
5. After filling profile information you can recommend adult educators to create a set of Classes that supports their teaching schedule. There are plenty of ways teachers set up their schedule on Edmodo: by period (they can set up an individual Class for each period they teach), by subject (they can set up a Class for each subject they teach), by main class with small groups (they can set up a class for their students, then use Small Groups to differentiate as needed).
6. Once your learners have set up teaching schedule, you can ask them to try to invite their students (or group member in a lesson) to join their Classes by using class code or email).
7. When Classes are set up, and their students (group members) have joined, you can teach your learners how you start conversations on Edmodo. You can teach your learners to use Welcome Note which is introductory note welcoming students to their digital classroom, and it helps encourage them to reply to the educator.
8. In the conclusion of the lesson split students into pairs, so that they can reflect on what they have learned and answer questions (see Reflection section).

TEACHING METHODS

☒Learning by doing

☐Project-based learning

☐Active learning strategies

☐Blended learning

☐Peer learning

☐Hands-on learning

☐Collaborative learning

LEARNING OUTCOME

By completing this lesson task, students will achieve learning outcomes and learn skills and develop competences, such as:

- Learn about guidance competence and examples of the use of this competence.
- Learn for what purposes to use Edmondo software.
- Learn how to use Edmondo software practically – how to make an account, update and manage profile, how to set Classes, invite the students and how to start a conversation with them.

REFLECTION

You can ask students to reflect on what they have learned by discussing it by splitting them into pairs.

- If you could do this task over, what would you do differently?
- How can you prove to the teacher you learned the task?

- What do you want to learn more about, and why?
- What you liked about Edmondo software and what caused you difficulties?
- How can this competence be applied in practice?

TESTING / ASSESSMENT

Aspects what indicates a successful lesson are:

- Lesson **task is achieved** (if the lesson plan is well structured and you can follow what tasks were achieved and what tasks were not).
- To improve your future lessons, you can make notes on your coursebook or ask your learners about lesson feedback, with the permission of the students you can record your lesson, rewatch it and identify some gaps.
- To assess students' **knowledge**:
- You can use one of the assessment strategies – a reflection of the lesson, where you can find out students' opinion about the lesson and draw conclusions for further action.