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# Wp3 Module 1: Introduction to micro-learning theory - applying micro-learning techniques to adult education provision

LESSON PLAN

# Module 1: Introduction to Micro-learning THEORy: applying micro-learning techniques to adult education provision

#### Lesson plan

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| **Name of the workshop** | | Micro-Learning Who? | | | | |
| **Target group** | | Adult educators | | | | |
| **Objectives** | | 1. Understanding and Defining Micro-learning Theory 2. Recognizing Benefits of Micro-learning 3. Crafting Engaging Content 4. Designing Micro-learning Activities 5. Fostering Engagement and Motivation 6. Implementing Micro-learning Strategies 7. Considering Unique Learner Needs | | | | |
| **Duration** | | 6 hours F2F (6x45 minutes) | | | | |
| **Topics** | | * Part 1: Introduction to Micro-Learning * Part 2: Principles of Micro-Learning * Part 3: Designing Micro-Learning Activities * Part 4: Fostering Engagement and Motivation * Part 5: Micro-Learning Implementation Strategies * Part 6: Case Studies and Best Practices | | | | |
| **Preparation** | | * Find a room with chairs and tables, computers and a projector. Book it in advance of the seminar. * Find instructors for workshop activities that you are not familiar with. * Inform participants of the purpose of the workshop, its objectives and the schedule to be followed. In addition, make it clear to them that they do not need to have any special experience or knowledge in the areas they will be training. * Provide catering for coffee and lunch breaks or provide information on nearby food options. | | | | |
| **Lesson plan F2F** | | | | | | |
| **N.** | **Themes / Activities** | | | **Duration (in minutes)** | **Methods** | **Equipment & Materials** |
| **1** | **Part** **1**: Introduction to Micro-Learning   1. Introduction 2. Defining Micro-Learning 3. Benefits of Micro-Learning 4. Examples of Micro-Learning 5. Activity: Micro-Learning Reflection | | **45 minutes:**  5min  5min 15min 10min  10min | | Presentation, group discussion | Laptop  Projector  PowerPoint presentation,  Flipchart, markers |
| **2** | **Part 2**: **Principles of Micro-Learning**   1. Recap and Warm-Up 2. Principles of Micro-Learning 3. Hands-On Activity: Micro-Learning Design 4. Group Discussion and Sharing | | | **45 minutes:**  5 min 15 min 15 min  10 min | Presentation, activity, and group discussion | Laptop  Projector  PowerPoint presentation, Flipchart, markers |
| **3** | **Part 3: Designing Micro-Learning Activities**   1. Recap and Activity 2. Engaging Micro-Learning Content 3. Hands-On Activity: Content Creation 4. Effective Assessments in Micro-Learning 5. Assessment Creation | | | **45 minutes:**  5min  15min 10min  10min 5min | Presentation, activity | Laptop  Projector  PowerPoint presentation, Flipchart, markers |
| **4** | **Break time**  Enjoy free time for coffee! | | | **20 minutes** |  |  |
| **5** | **Part 4:** **Fostering Engagement and Motivation**   * 1. Recap and Assessment Sharing   2. Motivation in Micro-Learning   3. Gamification and Social Learning   4. Activity: Gamification Brainstorm   5. Encouraging Continuous Learning | | | **45 minutes:**  5 min  10 min  15 min 10 min  5 min | Presentation, activity | Laptop  Projector  PowerPoint presentation, Flipchart, markers |
| **5** | **Part 5: Micro-Learning Implementation Strategies**   1. Recap and Habit Sharing 2. Integrating Micro-Learning 3. Blending Micro-Learning with Traditional Methods 4. Technology Tools for Micro   Learning | | | **45 minutes**:  5min  15min  15min  10min | Presentation | Laptop  Projector  PowerPoint presentation, Flipchart, markers |
| **6** | **Part 6:** Case Studies and Best Practices   1. Recap and Tool Exploration 2. Case Studies 3. Group Discussion and Challenges | | | **45 minutes:**  10 min  20 min  15 min | Presentation, small group discussion | Laptop  Projector  PowerPoint presentation, Flipchart, markers |
| **8** | **FAQ and conclusion**   1. FAQ - The facilitator invites the participants to ask any questions related to the content of today’s workshop. 2. Feedback - The facilitator asks the participants to provide informal feedback by asking questions such as: What have you learned today? How will you be able to use your new knowledge and skills in the future? 3. Afterward, the facilitator distributes printed or online evaluation surveys and asks the participants to fill them out. 4. Finally, the facilitator thanks the participants for today’s participation and invites them to attend the next workshop. | | | **15 minutes:**  5min  5min  5min | Discussion  Evaluation | Evaluation form |
| **Total duration time** | | | | 6h35min (1 academic hour = 45 minutes) +20 min break time + FAQ and conclusion | | |
| **Educational materials for teaching F2F** | | PowerPoint presentation, Lesson Plan, Evaluation Form | | | | |
| **Resources** | | Computer, video projector, screen, flipchart, markers | | | | |

