

Methodology- filled form

1 Preparation of a Now course

		Answer
a.	Course title:	Psychology
b.	Target group:	<input type="checkbox"/> Seniors under 65 <input checked="" type="checkbox"/> Seniors aged 65 and 65+
c.	Time allocation: state the number of hours per semester:	<input type="checkbox"/> Less than 36 hours <input checked="" type="checkbox"/> 36 hours and more than 36 hours <input type="checkbox"/> Other frequency - state the number of hours per semester
d.	Lesson frequency during the semester:	<input type="checkbox"/> Frequency 2 hours per week <input type="checkbox"/> Frequency 3 hours per week <input checked="" type="checkbox"/> Other frequency – please state: 1.5 hour per week

e.	Input requirements for a course participant (knowledge, skills, e.g. work with a PC and the Internet, or others).	<input checked="" type="checkbox"/> Work with a PC <input checked="" type="checkbox"/> Work on the Internet <input checked="" type="checkbox"/> Other knowledge, state: Phycology scales <input type="checkbox"/> No requirements
f.	Content of the course – e.g. title of individual lessons:	<input type="checkbox"/> State the titles of individual lessons: 1. Introduction, requirements to assist phycology classes 2. What is phycology 3. Active Ageing on Phycology 4. Depression- what is? 5. Causes of depression 6. Strategies to face depression as a really disease 7. The word “NO” and its influence on our brain function 8. Psycanalises- concepts and brainstorming 9. Psichiatic Vs Phycology 10. The importance of Psycology on Universities of Third age
g.	Study materials for the course State particular literature and other sources	<input checked="" type="checkbox"/> Recommended literature Book: “A depressão” from António Coimbra de Matos Powerpoint presentations
i.	Is the course in an eLearning form? How to access it? Address, login information:	No, classes are all presential
j.	What is the share of direct and eLearning part (e.g. 36 hours of direct education and 36 hours in a virtual classroom):	<input type="checkbox"/> Share of eLearning part – state the number of hours:0 <input checked="" type="checkbox"/> Share of direct education – state the number of hours:36 hours a week
k.	Do the seniors participate in course creation? How?	<input checked="" type="checkbox"/> Seniors do not participate in course creation. <input type="checkbox"/> Seniors participate in course creation as follows
l.	Is it Necessary to train the seniors? If yes, state its focus?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, how? Seniors need to have some information how to search reliable information on google or others search engine.

m.	Do students/youth participate in course creation? State how?	<input type="checkbox"/> Yes, students do. <input checked="" type="checkbox"/> Students do not. <input type="checkbox"/> Students provide technical support.
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		<input type="checkbox"/> Students are lecturers. <input type="checkbox"/> Other possibilities of students'/youth engagement
n.	Is it Necessary to train the students/youth? If yes, state its focus?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, how? To work with seniors (how to motivate them)
o.	How does the course meet the requirements on social inclusion? Underline those valid.	Is it barrier-free in the sense of architectural, information, economic, health, social barriers? Presence lessons are in the classrooms. Some of them have some barriers like architectural issues.
p.	How does the course end? (for example in a theoretical exam, practical exam, test, presentation, semester work, or colloquium?)	The course ends in: <input type="checkbox"/> Practical examination <input type="checkbox"/> Test <input checked="" type="checkbox"/> Presentation <input type="checkbox"/> Semester work <input type="checkbox"/> Colloquium
q.	Do the seniors obtain a certificate after a successful course completion?	<input type="checkbox"/> Yes, they will obtain a certificate after a successful course completion. <input checked="" type="checkbox"/> They will obtain – state: They just receive a certificate on the end of the year, including all courses that they did and the respective hours in each one. <input type="checkbox"/> No

2 Staff, organisational/administrative, and technical provisions of the course

		Answer
a.	Who participates on the preparation of the course?	<input type="checkbox"/> Guarantor <input checked="" type="checkbox"/> Personnel <input type="checkbox"/> Technician <input type="checkbox"/> Administrator of eLearning courses <input checked="" type="checkbox"/> Other, state: Voluntear teachers on the universities of third age
b.	What are requirements on the lecturer? State.	Experts
1.	Pedagogical requirements, requirements on lecturer's qualification and experience.	Degree in Phycology
2.	Does the lecturer need a special	

	training? If yes, which?	Yes, they need to have some information about of universities of third age model
3.	Is the lecturer a creator of the eLearning course as well?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4.	If yes, state the requirements on course creators.	Not applicable
5.	Can a senior be a lecturer?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
6.	Can a student be a lecturer?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
c.	Technical provisions of the course:	
1.	How are study materials distributed (for example, in a paper form for a lesson, by email electronically, in eCourse, etc.)	The materials are given by teachers in paper form or links in the internet for consult
2.	How classrooms, laboratories are arranged?	Whiteboard, computers, internet and data projector
3.	What are the requirements for a classroom?	<input type="checkbox"/> Each student needs access to a personal computer <input checked="" type="checkbox"/> Other, state: Classroom have computers for seniors who do not have a personal computer. Who wants to use the personal computer are aloud to do it.
4.	How is the eLearning platform arranged for the course?	Not applicable
5.	Does the course need a position of an eLearning administrator?	Not applicable
6.	What activities will s/he do regularly?	Search for materials on the internet Read book and cientific documents Do exercises (individual and in group)
7.	How is seniors' logging in the course arranged?	Not applicable

3 Financial matters of the course

		Answer
a.	How is the course funded?	Course is funded by fees and some contributions of several institutions.

b.	What is the school fee?	12 € per month
c.	What is the cost of the course (i.e. total expenses for preparation and implementation of the course)?	1100€
d.	What is necessary to be paid in relation to preparation and implementation of the course? (For example, lecturer, personnel, printing of study materials, classroom rent, eLearning course administration, etc.)	200€ tonners 600€ for personnel 100€ for domestic accounts (electricity and water) 200€ internet fee+ materials in paper

4 Acquisition, informing of the target group (seniors)

		Answer
a.	How is the course offered? By what means? Underline those valid.	<input type="checkbox"/> Media, letter to a senior organisation, mail to registered seniors, web pages of the organisation. <input checked="" type="checkbox"/> Direct phone calls to Senior social centres <input type="checkbox"/> Other – state:
b.	Do you organise specialised events? Underline those valid.	<input checked="" type="checkbox"/> Seminars, open-door days. <input type="checkbox"/> Other – state: <input type="checkbox"/> No
c.	The course is offered to registered seniors	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
d.	The course is offered to a wide public	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
e.	Do seniors participate in the acquisition?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
f.	Do students/youth participate in the acquisition?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
g.	Are there any risks?	<input type="checkbox"/> Yes – state:

	xNo
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5 Course implementation

		Answer
a.	Activities related with the start of the course:	Choosing staff who will be in charge of the course Choosing volunteer teacher and make contracts with them Prepare materials and schedule Booking, at least, one study visit
b.	Activities regularly done during the course:	Brainstormings Attend senior needs Workshops
c.	Activities related with the end of the course:	Evaluation seniors results Evaluation of teachers performance Evaluation of classrooms conditions Evaluation of content struture
d.	How is seniors' progress checked?	They have to do presentations that will be commented by teachers
e.	Are seniors engaged in the course implementation? How?	No
f.	Are the youth engaged in the course implementation? How?	No
g.	What are the risks of social exclusion during course implementation?	Less knowledge of reading and writing
h.	How SMART technologies are used in the course?	Seniors who have personal computer can use it on the classroom for researches.

6 Course evaluation

		Answer
a.	How will the course be evaluated?	<input type="checkbox"/> Questionnaire for seniors. <input type="checkbox"/> Questionnaire for lecturers. xOther – state: Principal evaluate teachers performance and content structure of the course

b.	How will the questionnaire be processed, how will it influence further progress of the course?	Not applicable
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Instruction how to use developed structure for describing courses

Use this form and describe at least one existing course (outside ISEV project) and at least one ISEV course.

Take into consideration that ISEV course:

- will take one semester,
- will have presence (i.e. direct education in the classroom) and eLearning (in the platform <http://isev.osu.cz>) part,
- seniors will use SMART technologies in the course,
- seniors will actively participate in at least one phase from the methodology (e.g. preparation of the course, acquisition, implementation – such as lecturer’s assistants or direct lectures, etc.),
- will also be staffed by students/youth. For example, they will participate in intergeneration dialogue or they will assist the lecturer, etc.

Idea is how ISEV Methodology influences our course strategy in terms of 4 project pillars, which are:

- Seniors’ social inclusion
- Using SMART technology
- Intergeneration dialogue
- Seniors’ active approach