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DŮM ZAHRANIČNÍ SPOLUPRÁCE

TIPS, WORKSHEETS, INSPIRATION FROM

DIGITAL TOOLS: TO ENGAGE, TO EMPOWER, TO CONNECT

SMALL SCALE PARTNERSHIP PROJECT

WRITTEN BY MISSION: RECONNECT AND ASK – SKOPJE

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ABOUT THE PROJECT

DIGITAL TOOLS: TO ENGAGE, TO EMPOWER, TO CONNECT

The project **'Digital Tools: to Engage, to Empower, to Connect'** lasted for 15 - months with the aim -to increase the capacities of the two organizations, **Mission: Reconnect**, Czechia, and **ASK-Skopje**, North Macedonia to use digital tools to develop competencies of young people essential to take own initiative and get actively involved in their communities.

Moreover, the project aimed to reach the **following objectives**:
-to increase the capacities of the organizations to use digital tools to identify the needs and interests of young people;
-to develop capacities of organizations to use digital tools to engage the wider community in the organization's activities, especially actors representing the educational sector to support cross-sectoral partnerships;
-to attract young people, to increase their interest to join youth organizations:
-to strengthen the community's position, network, and create new partnerships with different actors.

The project combined various types of activities, including:

- focus groups and questionnaires;
- international training course that included young people, youth workers, and teachers;
- online mentoring phase that brought a series of video tutorials
- job shadowing gave the opportunity to learn from local practices, and network.

This material aims to share knowledge, tips, and worksheets that can be used to address digital competencies in the settings of non-formal but also formal education.

If you would like to get to know more details about the project we recommend you to check out:

THE BLOG with insights into the activities, links to the materials and
YOUTUBE CHANNEL with tutorials.

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ACTIVITY
DIGITAL AND ONLINE LINE UP

The main aim of this activity is to:
-open the topic of online and digital tools around us;
-encourage the participants to reflect on their online and digital daily reality (what tools they use, how much time they spend online, what challenges they face, what topics they are interested in);
-reflect on patterns that in the group might appear when discussing using online and digital tools.

Steps:
Each participant receives paper and pen.
The participants works individually. The task is to reflect on online and digital tools and write down:
-when they started to use various online and digital tools and how often they used them;
-when they receive any training on digital and online tools;
-what issues they are interested in;
-what challenges they face when it comes to use of online and digital tools.
Once the participants are ready they can share firstly in the pairs, or small groups, or directly in large group. They can compare the similarities, differences.
The activity can be seen as the first step when opening the topic. It also can be included in the part of the program when we aim to get to know the previous experiences of the participants, establish common ground.

I got my first phone. No smart phone.

I joined Facebook.

During COVID pandemic, we started to use Zoom, Google Meets, Mentimeter, Padlet...

I started to use canva.com to make design.

As facilitator I am struggling to make online sessions interactive.

I am concern about online safety.

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ACTIVITY

DIGITAL AND ONLINE TOOLS IN OUR LIVES

The main aim of this activity is to:
-provide the participants a space to reflect on how and how often they are using various online and digital tools;
-encourage participants to think about the efficient use of online and digital tools in the context of personal and professional development, and community work;
-encourage the participants to compare using the tools and share their experiences and tips.

Steps:
Each participant receives a paper, pan. The facilitator introduces the task.
The participants are encouraged to think about online and digital tools and write down which tools and how they are using them in their life at:
-**personal level:** especially for their development, e.g., language applications, health tracking applications;
-**organization level:** communication, task management, promotion, etc.
-**community level:** what tools they use to reach the members of their communities, share information, etc.

Personal level

Duolingo - languages

MOOC online courses e.g. on youth work

Calendly - scheduling

Grammarly

Chat GPT

Organizational level

Trello, Asana - planning

Canva - design

Blogger

Community level

Planable - planning social media campaigns for raise awareness campaigns.

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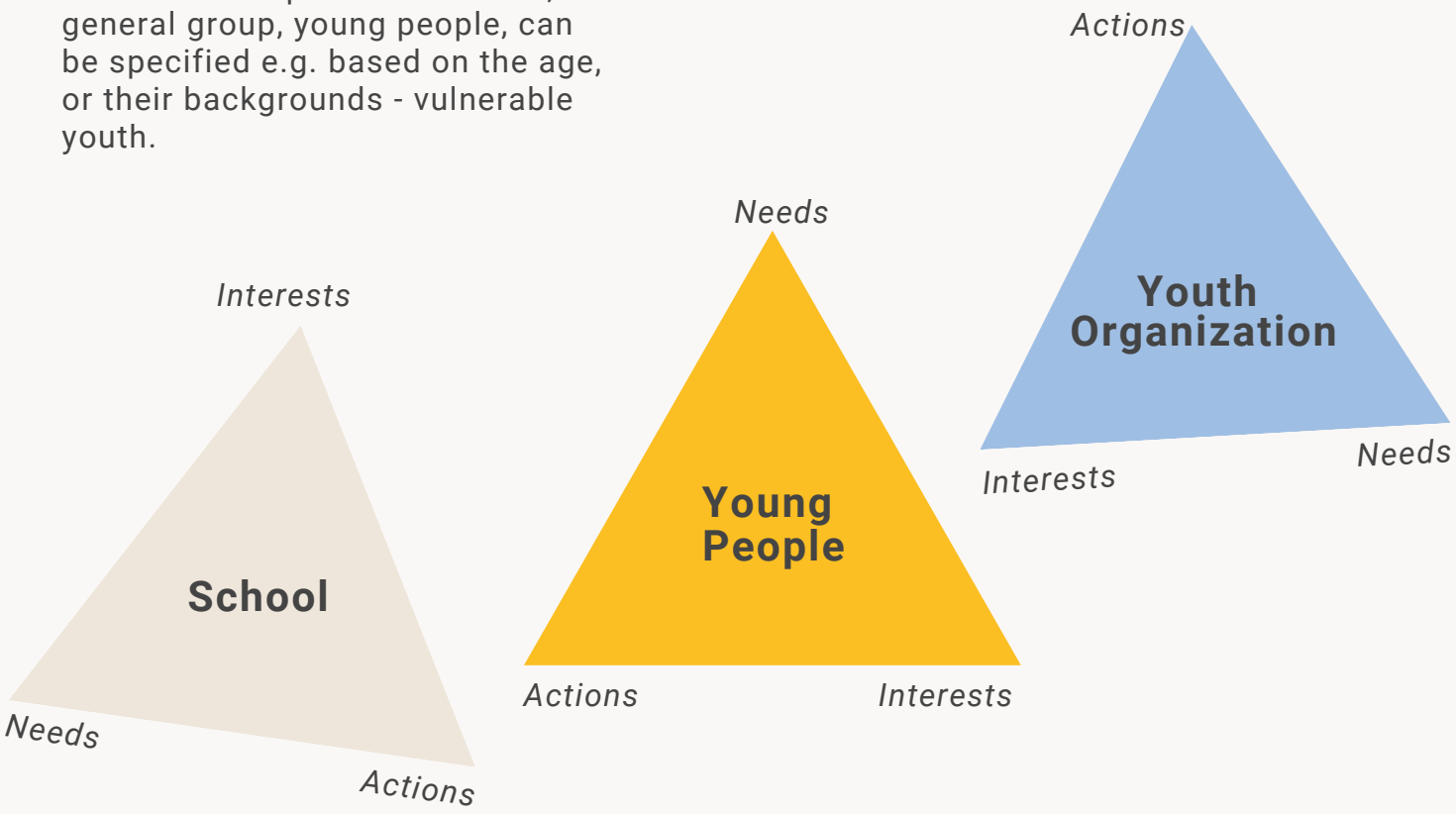
ACTIVITY

DIGITAL TRIANGLES: YOUNG PEOPLE, YOUTH WORKERS, TEACHERS

The main aim of this activity is to:
-reflect on the needs, and interests of young people, youth organizations, and educational education with the goal to create activities responding in a more efficient way to the needs and interests of young people in local communities;
-gain a better understanding of the relationships in the community and come up with new ideas supporting cooperation and activating young people.
Note: The elements in the triangle can be adjusted taking into consideration the local realities and context, e.g., one of the triangles can be career counsellors or social enterprises. Moreover, general group, young people, can be specified e.g. based on the age, or their backgrounds - vulnerable youth.

Steps:
The activity can be done individually, e.g. representatives of youth organization reflects on their needs, interests and actions (in the terms of past actions and lessons learned, current ongoing actions and their challenges and also future actions that they would like to develop). Individual inputs can be put together and presented to the representatives of other groups to give their feedback.
Other options is to create groups and each groups work on their triangle after they present to each other. This way can be more challenging e.g., if we plan to reach specific groups.



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ACTIVITY
DIGITAL COMMUNITY

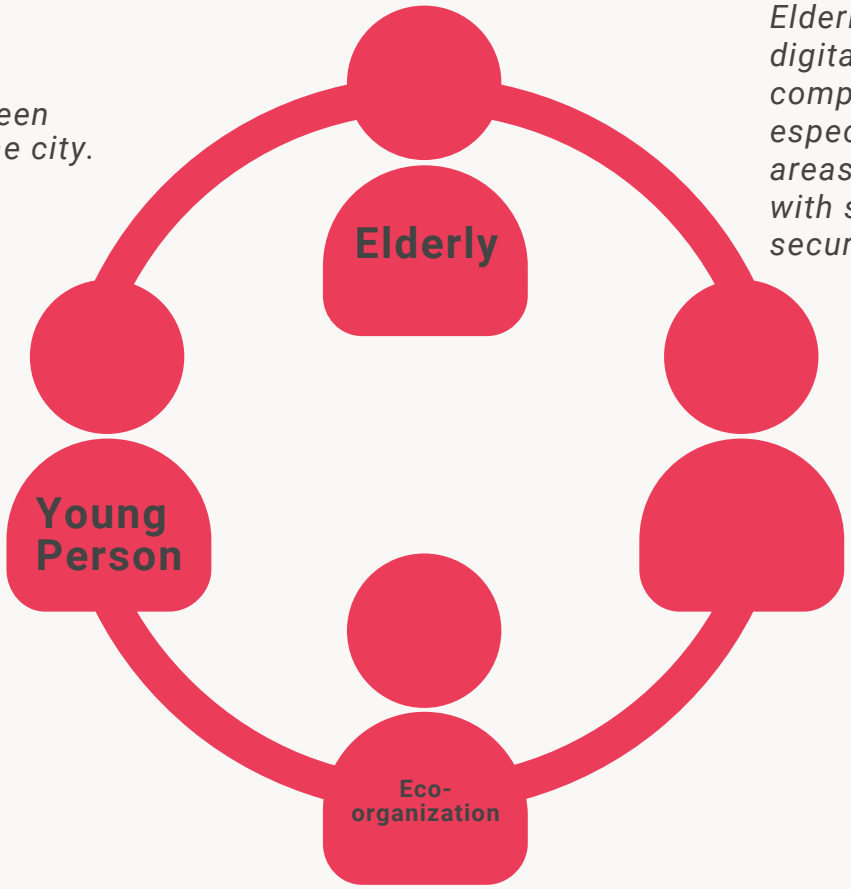
The main aim of this activity is to:
-reflect on the communities and come up with new ideas on using online and digital tools to tackle community issues;
-gain a better understanding of the community needs, interests, current challenges;
-brainstorm ideas for future projects and actions.

Steps:
The activity can be done in various settings. You can do it at the local level with group of young people when they can work all together on reflecting on the relationships and ideas for new ways of approaching issues and problems.
You can use it at international level, e.g., at training course when people in mix-national groups are sharing realities in their communities and brainstorm on possible solutions including online element.

Issue:
Lack of green areas in the city.

Idea:
To map green areas through online app, gathered data used as base for a project with the aim to increase budget for green areas in the city.

Issue:
Elderly are lacking digital competencies, especially in the areas connected with safety and security.



Idea:
To create workshop where young people could work together with elderly people on increasing their competencies, e.g., they could get tips how to recognize fake news, spam.

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ACTIVITY

WEEKLY TRACKER OF DIGITAL HABBITS

The main aim of this activity is to:
-support creating healthy online habits;
-provide space to reflect what tools we use, how much time we spend on social media, what kind of impact online tools, social media have on us;
-encourage rethinking our online presence and encouraging smart use of online tools.

WEEK OF: _____

	MY GOALS	MY FEELINGS	DONE
MON	*Duolingo for better English, less time scrolling...*	*Anxious*	◯
TUE	*Try out ChatGPT and explore more about AI*		◯
WED	*Reduce time on social media.*	*Good*	◯
THU	*Check out my passwords.*		◯
FRI			◯
SAT			◯
SUN	*24 hours social media off.*		◯

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ACTIVITY

ONLINE SESSION - PLANNING I.

The main aim of this activity is to:
-guide the process of organizing online sessions;
-equip the participants with tips and information that can help them to create and facilitate their own session;
-increase knowledge of the participants on the tools that can include in their online sessions to support interaction with the participants.

WITH WHOM?

Who are your participants? Knowledge of the target group is an essential step in the process of choosing the right platform, and the tools. If you have the chance it would be great to ask your participants if they have already experience with using online platforms/tools and tailored the session to their needs.

WHERE?

Zoom, Google Meets, Gather Town... there are many places where you can hold your online session. If you are newcomer we recommend that you try them and choose the ones that fits to you and your target group.

HOW MUCH TIME?

Keeping attention is challenging offline as in online space. We recommend shorter session and regular breaks.

Steps:
When planning an online session we recommend you go through these questions, reflect on them and use them in the process of planning.

WHAT?

What is the aim of the online session, workshop, or training? It would be great if you can identify the goal after to think about the content which will help you also to create the structure of the session.
Is it one time event, or the participants will be meeting more often?
How much time you plan to spend on introduction, addressing the key issues? Let's also do not forget about reviewing guiding principles, closing and evaluation.

HOW?

They are many tools and way that can help you to make your session interactive.
If you will be using Zoom try out break out rooms and give the participants an opportunity to meet in smaller online spaces.
Also, let's have on mind that when being online we can talk, but also we can use chat to post question, comment. The participants can use reactions, or emojis, avatars.

And of course there are many other tools, such as Padlet, Google Jamboard.

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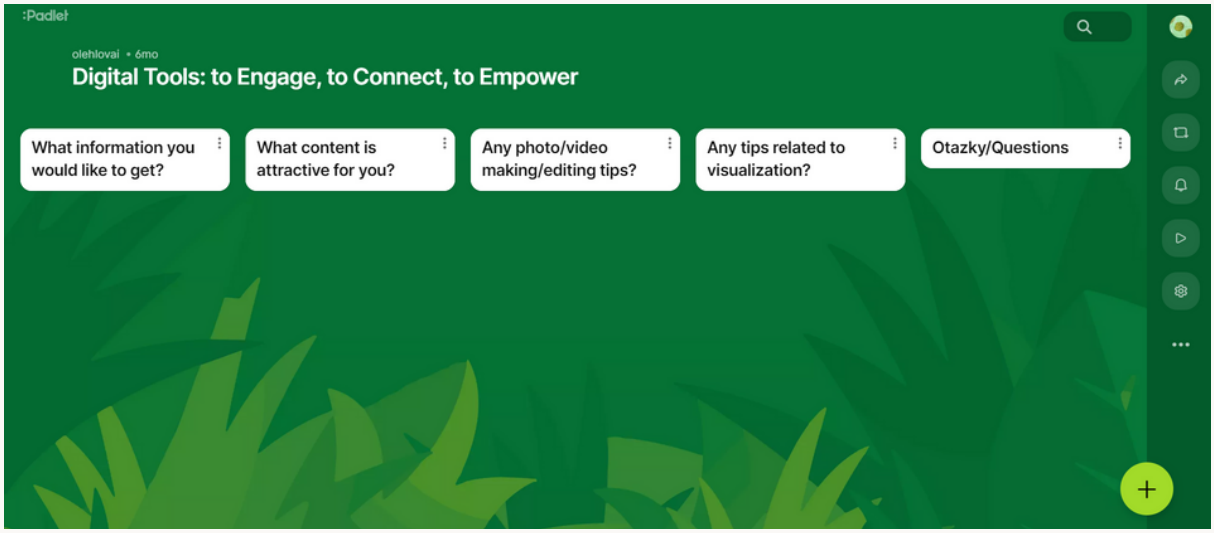
ACTIVITY

ONLINE SESSIONS - PLANNING II - TOOLBOX

Here you can find **tips and links** to various tools that you can use during your online sessions. If you would like to get to know we also recommend you to check out our YouTube channel where you can find online tutorials in English, Macedonian, or Czech language.

Toolbox

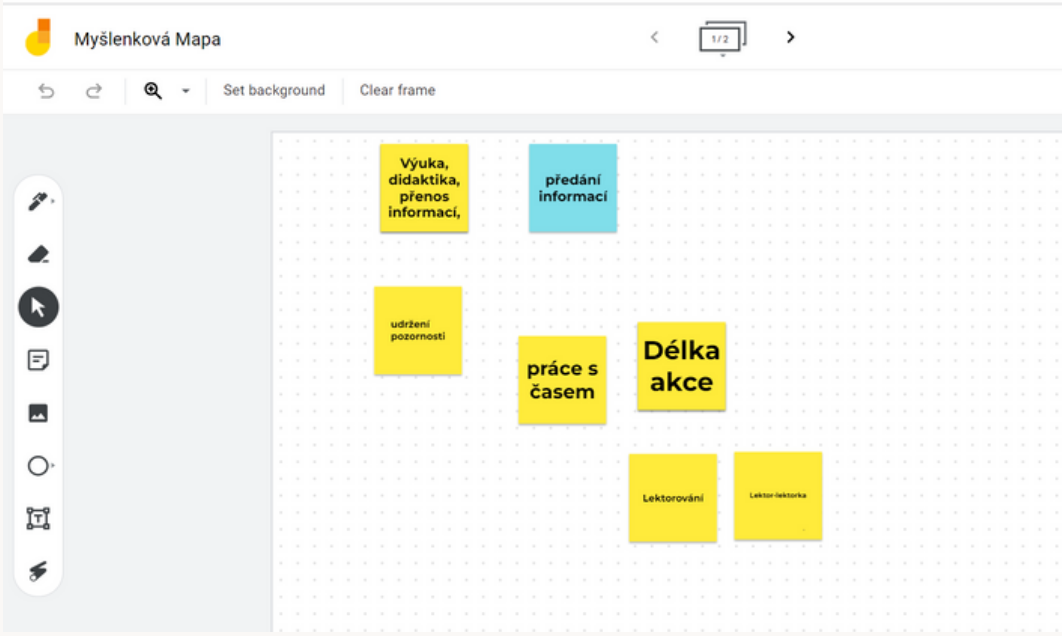
Padlet: visual board



Video tutorial in Czech language: **3 ways of using Padlet when working with groups**

Jamboard

You can use it, e.g., when working in a group, when brainstorming. Participants can share their comments, ideas on 'posted notes'. You can use different colour - colour coding.



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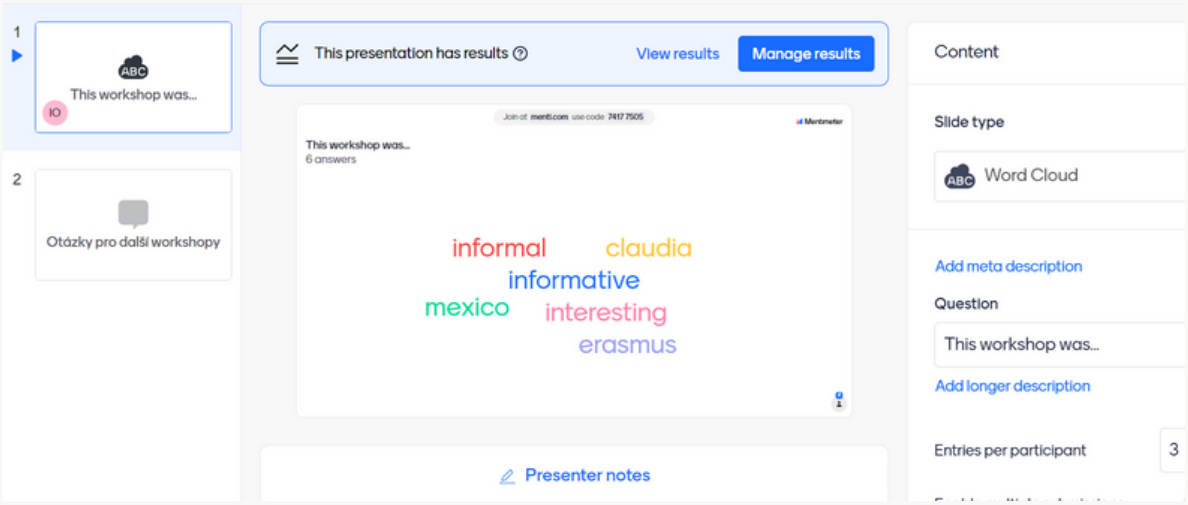
Toolbox

Mentimeter

Video tutorial in the Macedonian language: **Mentimeter in practice**



Quizizz

Video tutorial in the Macedonian language: **How to use Quizizz?**

If you like to include quiz in your session Quizziz is just one of many tools to try out. You have also Kahoot and go step forwards as participants can compete with each other. Or if you think that using many tools would be simply to much you can use Mentimeter.

Mind maps

There are also specific tools, e.g., if you like to use Mind Maps, you can try Mindmester or Mindmup.

Gamification

If you are into gamification there are also different tools that you can use, e.g. Avatar - Digital inclusion of marginalized young people is great way to address the topic of inclusion. If you are tackling the issue of cyberbullying you might find interacting #KindOnline If you would like to support building communities you can try ClassDojo.

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ACTIVITY

PLANNING FUTURE - TAKING ACTIONS

You might be thinking to take action and change the ways you are using online and digital tools that's great. This tool might help you to identify the next steps. You can use this tool for planning of personal actions but also making changes in your organization. Just take a moment and think about your next steps.

'SMALL' CHANGES IN DAILY ROUTINE

Small changes lead to big results. What small changes can you do today, e.g. which online tool you can use to better organize your work, meetings with your co-workers?

MAJOR PROJECTS

Besides small changes we also aims for significant ones. How you can change the way of using digital and online tools in your organizations? Can you use online and digital tools to include vulnerable youth? Can these activities can be part of new project?

QUICK FIXING

Is there something what needs to be quickly fix, e.g. think about safety and security? What passwords do you use? What about password manager?

ACTIONS OUT OF THE CATEGORY

Space open to creative ideas tackling your specific needs and interests.

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INPUT ON THE ERASMUS + PROGRAMME
FROM IDEA TO PROJECT

The project 'Digital Tools: to Engage, to Empower, to Connect' was implemented with the support of the Erasmus + Programme.

If you are familiar with the Programme, you can check take a quick look. If not, you might find the information interesting.

Erasmus + 2021 - 2027

Erasmus+ is the EU's programme to support education, training, youth, and sport in Europe.

For the 2021-2027 Programming Period, the programme still encompasses six main sectors:
School education
Higher education
Vocational education and training
Adult education
Youth
Sport.

Finally, the structure of the programme also remains unchanged and remains divided into three Key Actions: KA 1, KA 2 and KA 3.

It supports priorities and activities set out in the European Education Area, Digital Education Action Plan and the European Skills Agenda.

The programme also

- supports the European Pillar of Social Rights
- implements the EU Youth Strategy 2019-2027
- develops the European dimension in sport.

What is EU Youth Strategy 2019-2027?

EU Youth Strategy

The EU developed an EU Youth Strategy and wants young people to engage and become an active citizen involved in democracy and society. We want young people to tell us what is important to them by taking part in the EU Youth Dialogue.

11 European Youth Goals
The EU Youth Strategy focuses on three core areas of action, around the three words: Engage, Connect, Empower.

- Connecting EU with Youth
- Equality of All Genders
- Inclusive Societies
- Information & Constructive Dialogue
- Mental Health & Wellbeing
- Moving Rural Youth Forward
- Quality Employment for All
- Quality Learning
- Space and Participation for All
- Sustainable Green Europe
- Youth Organisations & European Programmes

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INPUT ON THE ERASMUS + PROGRAMME
FROM IDEA TO PROJECT

Inclusion, digital and green skills:
the new Erasmus + 2021 – 2027

Erasmus + 2021 – 2027 aims to be even more inclusive than the previous seven-year program and to support green and digital transitions, investing in projects to raise awareness of environmental issues and aimed at developing high-quality digital skills.

The program constitutes a key tool for achieving ambitious objectives, which all national agencies must strive for; to do this it is necessary:

- Reaching out to people from all social backgrounds: through new measures it will be possible to have access to finance for smaller organizations and in disadvantaged environments;
- Building stronger relationships with the rest of the world: mobility and cooperation with third countries will increase, through a combination of physical and virtual mobility;
- Promote fields of study that look to the future such as renewable energy, climate change, the environment, artificial intelligence;
- Supporting digital innovation and the circular economy, also thanks to resilience skills.

Our project was applied to **Czech National Agency for International Education and Research**

We applied under KA 2 - 210, Small Scale Partnerships.

Where to Apply?

Centralized Calls are managed by EACEA:

EACEA - European Education and Culture Executive Agency

EACEA's funding programmes for the period 2021-2027 are:

- Erasmus+
- Creative Europe
- the European Solidarity Corps
- the Citizens, Equality, Rights and Values programme (CERV)

Decentralized calls are managed by National Agencies.

The National Agencies are based in EU Member States and third countries associated to the Programme (previously called Programme Countries) and their role involves

- providing information on Erasmus+
- selecting projects to be funded
- monitoring and evaluating Erasmus+
- supporting applicants and participants
- working with other National Agencies and the EU
- promoting Erasmus+
- sharing success stories and best practices

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INPUT ON THE ERASMUS + PROGRAMME
SMALL SCALE PARTNERSHIPS

Small-scale Partnerships are designed to widen access to the programme to small-scale actors and individuals who are hard to reach in the fields of school education, adult education, vocational education and training, youth and sport.

With lower grant amounts awarded to organisations, shorter duration and simpler administrative requirements compared to the Cooperation Partnerships, this action aims at reaching out to grassroots organisations, less experienced organisations and newcomers to the Programme, reducing entry barriers to the programme for organisations with smaller organisational capacity.

This action also supports **flexible formats – mixing activities with transnational and national character**.

You can find detail information in the Erasmus + Guide.

In our project we included international traing but also local activities such as focus groups.

We definitely increased our capacity to cooperate at international level and we have a better knowledge what and how we can use digital tools at our work and in the community.

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I came to this training as a youth worker, and I found some useful digital tools in it: Wizes.me, Superteacher, Quizzie, Padlet, and many more. I will include most of them in my creative presentations, training sessions etc. I had a great time and learned a lot!

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impression of participant 'Tool Lab Event'
within the project
'Digital Tools: to Engage, to Empower, to Connect'
Czech Republic, August 2022

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LOOKING OUT TO TRY IT OUT?

NEXT DEADLINE FOR SMALL-SCALE PARTNERSHIPS IS 04. 10. 2023.

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