



2016 - 2018

ShipCon Erasmus+ Masterclass courses



ShipCon Erasmus+ Masterclass courses

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Explanation – Type of Course

- *Scheduled courses: courses with scheduled dates in specific locations*
- *On demand courses: non-scheduled courses that can be delivered in any European location at any preferred dates for groups of 8 people or more*

Health and Safety considerations in Educational Establishments (Code: SCJ-HSEE)

Language: English
Type: Scheduled & on demand

SCHEDULED DATES – LOCATIONS - STATUS

LOCATION	DATES	STATUS
LIMASSOL - CYPRUS	24.10.2016 – 28.10.2016	CONFIRMED - RESERVE NOW
PALERMO – ITALY	05.12.2016 – 09.12.2016	CONFIRMED - RESERVE NOW
PRAGUE – CZECH REPUBLIC	20.02.2017 – 24.02.2017	CONFIRMED - RESERVE NOW
BARCELONA-SPAIN	17.04.2017 – 21.04.2017	UNDER CONFIRMATION - RESERVE NOW
LONDON – UK	12.06.2017 – 16.06.2017	UNDER CONFIRMATION - RESERVE NOW
LIMASSOL – CYPRUS	28.08.2017 – 01.09.2017	UNDER CONFIRMATION - RESERVE NOW
PALERMO – ITALY	30.10.2017 – 03.11.2017	UNDER CONFIRMATION - RESERVE NOW
PRAGUE – CZECH REPUBLIC	11.12.2017 – 15.12.2017	UNDER CONFIRMATION - RESERVE NOW
BARCELONA – SPAIN	19.02.2018 – 23.02.2018	UNDER CONFIRMATION - RESERVE NOW
LONDON – LONDON	16.04.2018 – 20.04.2018	UNDER CONFIRMATION - RESERVE NOW
LIMASSOL – CYPRUS	11.06.2018 – 15.06.2018	UNDER CONFIRMATION - RESERVE NOW
PALERMO – ITALY	13.08.2018 – 17.08.2018	UNDER CONFIRMATION - RESERVE NOW
PRAGUE – CZECH REPUBLIC	22.10.2018 – 26.10.2018	UNDER CONFIRMATION - RESERVE NOW
BARCELONA - SPAIN	10.12.2018 – 14.12.2018	UNDER CONFIRMATION - RESERVE NOW

DESCRIPTION OF TRAINING CONTENT

This is a master class course covering all issues related to Health & Safety (H&S) at work. The course places emphasis on Health & Safety issues in educational establishments, such as primary and secondary schools, VET schools, technical colleges and universities. 'Health & Safety Considerations in Educational Establishments' is being taught at a level suitable for all those being responsible for Health & Safety as well as all those wishing to acquire valuable knowledge and understanding of the basic principles for an effective and

efficient Health & Safety strategy at work, as an important component of a successful management strategy. The course provides participants with fundamental knowledge on the scope and nature of occupational Health & Safety and the various social & economic reasons for promoting good standards in H&S. Moreover, the course covers the basic principles of risk assessment at work place as well as the measures to be implemented in order to minimize the consequences associated with specific hazards. Furthermore, the course equips the participants with the necessary knowledge to deal with all issues related to monitoring, auditing & review processes.



Main Aims

- Identification of risks & hazards with emphasis on educational institutions & establishments
- Reduction of consequences related to H&S hazards
- Dealing with crises affecting Health & Safety efficiently & effectively
- Protect the well-being & safety of staff and pupils
- Minimize injuries & incidents occurred in educational establishments
- Improve productivity & workforce morale
- Integration of HS Management as an essential part of successful management strategy



Why SC-HSEE?

Despite the increasing global recognition of the importance of health and safety at work, accidents and work-related ill-health continue to affect all types of workplaces and occupations. According to the latest figures by ILO, approximately 5,800 people die daily (approximately one worker dies every 15 seconds) as a result of occupational accidents or work-related diseases; more than 2.3 million deaths worldwide per year. At least 14% of these deaths are due to the 317 million accidents at work that occur annually. There are an estimated 500–2000 non-fatal injuries for every fatal injury (including 160 million cases of work-related disease), many of which result in lost earnings, lost jobs and permanent disability and poverty. In addition to the direct costs of sick pay and absence, employers can find themselves dealing with criminal prosecution, claims for compensation, adverse publicity and harm to both business reputation and profitability. In a 2003 study, the ILO estimated the cost to the global economy at an estimated \$1.25 trillion (\$1,250,000 million), while in the UK alone, the estimated annual cost of occupational injury and illness in 2011/12 is £4.3 billion to UK employers and £13.4 billion to the British economy. The vast majority of workplace injuries, accidents and ill-health are avoidable by good health and safety management. By saving money, improving productivity and raising workforce morale, effective health and safety management should be recognised as an essential element of a successful management strategy.

Who to attend SC-HSEE?

The SC-HSEE course is ideal for:

- Health & Safety personnel
- School principals (primary & secondary)
- School managers & staff (primary & secondary)
- Personnel involved in management of educational institutions
- Academic & non-academic staff of tertiary institutions
- Staff working in VET centres
- Staff providing formal & non-formal education
- Trainers
- Social workers
- Welfare personnel

PROGRAMME OF THE TRAINING ACTIVITIES (DAY BY DAY)

Monday

- **Foundations in Health & Safety**
 - Scope & nature of occupational Health & Safety
 - Social & economic reasons for maintaining and promoting good standards in occupational health & safety
 - Role of national governments & international bodies in regulation for health & safety
- **Health & Safety Management Systems: Policy & Organisation**
 - Purpose & importance of setting policy for health & safety
 - Features & content of an effective health & safety policy
 - Roles & responsibilities of school principals, directors & staff
 - Health & Safety culture
 - Emergency procedures and the arrangements for emergency services
 - First Aid in the workplace

Tuesday

- **Health & Safety Management Systems: Planning & monitoring**
 - Importance of planning
 - Principles of Risk Assessment
 - Risk reduction measures
 - Sources of health & safety information
 - Importance of monitoring

Wednesday

- **Health & Safety Management Systems: audit & review**
 - Health & Safety Auditing
 - Investigating accidents
 - Recording & reporting incidents

Thursday

- **Workplace Hazards & Control**
 - Health, welfare and work environment requirements
 - Violence
 - Substance misuse
 - Safe movement of people
 - Fire risk assessment
 - Evacuation procedures

Friday

- **School Occupational Health & Safety**
 - Active training and education for pupils
 - Staff training
 - Combined training
 - School OSH management – tools, policies and systems
 - School OSH management – participation
 - Using risk education to contribute to school safety management

METHODOLOGY OF THE COURSE – ADDED VALUE

The course methodology will ensure the active involvement of the participants in all phases, that is, prior, during and after the delivery of the course. More specifically, upon confirmation that the course will take place, the participants will receive preparatory material (if needed), which will cover all important concepts to be presented during the delivery of the course. The participants will have the opportunity to exchange feedback with the organiser of the course, ShipCon, and the trainer as well as to request any clarification related to the content of the course.

The methodology of the training is based on a combination of three important elements:

- Provision of knowledge required (theory)
- Use of training tools, such as case studies, videos, games, animations & exercises (practice – hands on experience)
- Feedback/reflection (review)

During the delivery of the course, the participants will receive hard copy material, which will cover the content to be presented in all five (5) days of the seminar. The material will be presented in a form of Power Point (PPT) presentations, videos & animations. Moreover, the active involvement and hands on experience of the participants will be secured through various training tools, such as case studies, worksheets, scenarios & exercises. These training tools are necessary to ensure that the theoretical knowledge gained by the participants can be used in real life scenarios; an important aspect & added value for any training course.

At the final day of the course, the participants will have the opportunity to reflect on the information received and the experience gained in the specific field of study. Moreover, the participants and their institutions will be encouraged to be members of ShipCon 'Network of Excellence', an international hub and forum for entrepreneurs & innovators to exchange ideas, novel concepts/approaches & best practices in the area of environment and education.



BENEFITS TO PARTICIPANTS – SKILLS & COMPETENCES

This course provides the general knowledge and understanding required to understand and manage key elements of health and safety in educational institutions such as school, universities and adult education centres. The course can be attained by principles, managers and staff. By the end of the course, delegates will have acquired capabilities to:

- recognise safety and health hazards and assess risks in educational institutions
- apply key health and safety controls
- ensure that adequate health and safety training and supervision of staff is provided
- identify what actions should be taken when incidents involving injury or damage occur
- communicate effectively on safety and health issues

The participants will:

- Understand the significance of Health and Safety
- Know the legal requirements & responsibilities

- Learn what a risk is and how to identify it in educational institutions
- Learn how to control risks in in educational institutions
- Learn how to implement H&S measures easily and cost efficient
- Learn how to manage H&S and your personnel
- Learn how to investigate accidents and take measures to avoid same incidences
- Be confident that you can keep everyone safe

CERTIFICATIONS AWARDED

- Certificate of attendance & certificate of competence (skills & competences required – Europass CV)
- Europass mobility certificates – to be issued by the applicant's National Authority (NA)



Efficient & Effective Project Management for EU funded Projects – A masterclass course (Code: SCJ-PMEU)

Language: English
Type: Scheduled & on demand

SCHEDULED DATES – LOCATIONS – STATUS

LOCATION	DATES	STATUS
LIMASSOL – CYPRUS	20.06.2016 – 24.06.2016	DELIVERED
PALERMO – ITALY	08.08.2016 – 12.08.2016	CONFIRMED - RESERVE NOW
PRAGUE – CZECH REPUBLIC	10.10.2016 – 14.10.2016	UNDER CONFIRMATION - RESERVE NOW
BARCELONA – SPAIN	12.12.2016 – 16.12.2016	UNDER CONFIRMATION - RESERVE NOW
LONDON – UK	06.02.2017 – 10.02.2017	CONFIRMED - RESERVE NOW
LIMASSOL – CYPRUS	03.04.2017 – 07.04.2017	CONFIRMED - RESERVE NOW
PALERMO – ITALY	05.06.2017 – 09.06.2017	CONFIRMED - RESERVE NOW
PRAGUE – CZECH REPUBLIC	31.07.2017 – 04.08.2017	UNDER CONFIRMATION - RESERVE NOW
BARCELONA – SPAIN	02.10.2017 – 06.10.2017	UNDER CONFIRMATION - RESERVE NOW
LONDON – UK	27.11.2017 – 01.12.2017	UNDER CONFIRMATION - RESERVE NOW
LIMASSOL – CYPRUS	29.01.2018 – 02.02.2018	UNDER CONFIRMATION - RESERVE NOW
PALERMO – ITALY	02.04.2018 – 06.04.2018	UNDER CONFIRMATION - RESERVE NOW
PRAGUE – CZECH REPUBLIC	04.06.2018 – 08.06.2018	UNDER CONFIRMATION - RESERVE NOW
BARCELONA – SPAIN	30.07.2018 – 03.08.2018	UNDER CONFIRMATION - RESERVE NOW
LONDON – UK	01.10.2018 – 05.10.2018	UNDER CONFIRMATION - RESERVE NOW
LIMASSOL - CYPRUS	26.11.2018 – 30.11.2018	UNDER CONFIRMATION - RESERVE NOW

DESCRIPTION OF TRAINING CONTENT

The 'Efficient & effective Project Management for EU funded projects' is a masterclass course that equips all those involved in the management/coordination as well as all those responsible for the technical and financial progress on behalf of their institutions with the required knowledge and expertise in dealing in an efficient & effective manner with the management of EU funded projects. This course is a masterclass course delivered by experts in the area of EC funded projects and it has been designed in an easy-to-follow manner, irrespective of the experience of the delegates in the specific field of study. The course will offer substantial help and benefit to a wide range of individuals, such as project managers, project coordinators, research officers, legal representatives (i.e. school principals, directors) as well as those working in the International Relations Office of Universities, to deal with the ever-demanding needs of reporting and monitoring of EC funded projects. The course covers all important areas of project management, such as obligations related to reporting and visibility of EC funded projects. Moreover, the course offers a comprehensive overview on the various forms of audits as well as tools for efficient & effective monitoring & evaluation. The delegates are benefited from a detailed review and analysis of financial risks and the mitigation measures for dealing with these risks. Finally, the delegates will be offered a 'hands-on' experience with two unique case studies which will highlight the amount of work needed during periodic (i.e. annual) reviews and the evaluation of the project during these reviews by EC.



Main Aims

- Acquire in depth knowledge of EC project reporting
- Comprehend the obligations for visibility & communication/dissemination of EC funded projects
- Preparing & dealing with obligations resulting from EC audits
- Understand the importance of project monitoring & self-evaluation
- Setting up evaluation tools for the project
- In depth understanding of financial risks & implementation of mitigation measures



Why SC-PMEU?

This is a masterclass course specifically designed to help the participants grasp the complexities of Project Cycle Management and tools as well as to provide them with a comprehensive knowledge of the essential techniques for successful management of EU funded projects. A must-have course for all those involved in the management of EU projects either at technical or at financial level as well as to all those in charge with the business development strategy of companies and academic institutions (primary, secondary & tertiary level) involved or likely to be involved in EU funded projects. The course is particularly useful to all those responsible for allocating resources to understand the complexities and financial risks related to the management of EU funded projects and how to place the required mitigation measures in order to reduce the consequences of these risks in short, mid and long term. The participants will gain hands on experience on setting up evaluation and monitoring tools, which can prove to be a valuable asset for successful management of EU funded projects.

Who to attend SC-PMEU

The SC-PMEU course is ideal for:

- Project Managers & officers responsible for EU funded projects
- Financial managers & officers responsible for EU funded projects
- Business development managers
- Managers/directors in International coordination offices (universities)
- Personnel in International coordination offices (universities)
- Erasmus+ coordinators and officers
- Employees/staff responsible on strategy in EU research funding (institutions, research centres)
- School principals (primary & secondary)
- School managers & staff (primary & secondary)
- Personnel involved in management of EU funded projects (companies, NGOs)



PROGRAMME OF THE TRAINING ACTIVITIES (DAY BY DAY)

Monday

- Reporting of projects – What is needed by the EC?
 - Technical reports
 - Financial reports
 - Validation of reports by EC
 - Payment procedures by EC
- Visibility of the EU's support
 - Publicity obligations
 - Communication & Dissemination obligations

Tuesday

- Audits
 - Various levels of audits
 - First, second, third level control audits
 - Follow-up visits
 - Evaluation visits
- Project Monitoring
 - Purpose of monitoring
 - Performance Indicators
 - Internal evaluator/quality assurance manager
 - External evaluator

Wednesday

- Setting up a reliable & effective evaluation system for EC funded projects
 - Purpose & importance of evaluation
 - Evaluation strategy
 - Evaluation tools
 - Disseminating evaluation conclusions/outcome
- The project leader's kits and tools
 - The profile of project's manager/coordinator
 - Principles of good management of EC funded projects
 - Internal communication tools
 - Administrative tools
 - Financial management tools

Thursday

- Financial Management
 - Identification of financial risks
 - Mitigation of financial risks
 - Forecasting Tools for efficient financial management
- Financial Monitoring
 - Financial reports
 - Optimization of financial monitoring
 - Role & importance of external audit of accounts

Friday

- CASE STUDIES:
 - ANNUAL REVIEW – obligations by consortium
 - ANNUAL EVALUATION REVIEW BY EC
- Overview of the course - reflections

METHODOLOGY OF THE COURSE – ADDED VALUE

The course methodology will ensure the active involvement of the participants in all phases, that is, prior, during and after the delivery of the course. More specifically, upon confirmation that the course will take place, the participants will receive preparatory material (if needed), which will cover all important concepts to be presented during the delivery of the course. The participants will have the opportunity to exchange feedback with the organiser of the course, ShipCon, and the trainer as well as to request any clarification related to the content of the course.



The methodology of the training is based on a combination of three important elements:

- Provision of knowledge required (theory)
- Use of training tools, such as case studies, videos, games, animations & exercises (practice – hands on experience)
- Feedback/reflection (review)

During the delivery of the course, the participants will receive hard copy material, which will cover the content to be presented in all five (5) days of the seminar. The material will be presented in a form of Power Point (PPT) presentations, videos & animations. Moreover, the active involvement and hands on experience of the participants will be secured through various training tools, such as case studies, worksheets, scenarios & exercises. These training tools are necessary to ensure that the theoretical knowledge gained by the participants can be used in real life scenarios; an important aspect & added value for any training course.

At the final day of the course, the participants will have the opportunity to reflect on the information received and the experience gained in the specific field of study. Moreover, the participants and their institutions will be encouraged to be members of ShipCon 'Network of Excellence', an international hub and forum for entrepreneurs & innovators to exchange ideas, novel concepts/approaches & best practices in the area of environment and education.

BENEFITS TO PARTICIPANTS – SKILLS & COMPETENCES

This course provides the general knowledge and understanding required to understand key elements of Project Management for EU funded projects. By the end of the course, delegates will have acquired capabilities to:

- Deal with EC project reporting
- Comprehend the obligations for visibility & communication/dissemination of EC funded projects
- Prepare & deal with obligations resulting from EC audits
- Understand the importance of project monitoring & evaluation
- Set up evaluation tools for the project
- Set up performance indicators for project monitoring & evaluation
- Understand financial risks related to EC funded projects for their company/institution
- Implement mitigation measures for dealing with financial risks associated with EC funded projects

The participants will:

- Comprehend in depth the importance of efficient & effective management for EU funded projects

- Acquire valuable knowledge in relation to the obligations arising from EU funded projects
- Understand the responsibilities of those involved in project management & coordination
- Understand the responsibilities of those in charge of the technical & financial progress of an EC funded project
- Appreciate the importance of applying best principles and practices for good management
- Learn to identify at an early stage the financial risks related to EC funded projects
- Be able to set up mitigation measures for the identified financial risks
- Appreciate the importance of internal and external audits

CERTIFICATIONS AWARDED

- Certificate of attendance & certificate of competence (skills & competences required – Europass CV)
- Europass mobility certificates – to be issued by the applicant's National Authority (NA)



Cultivating the Entrepreneurial mindset in Education

(Code: SCJ-CEME)

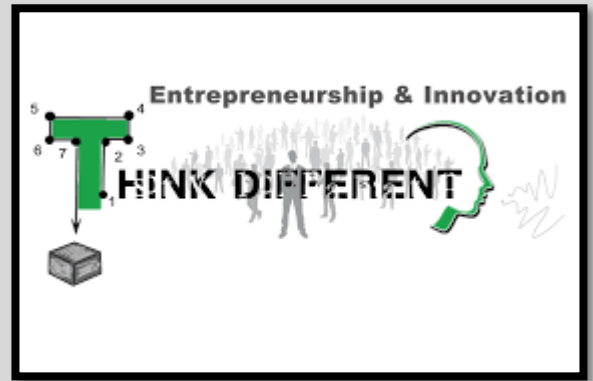
Language: English
Type: Scheduled & on demand

SCHEDULED DATES – LOCATIONS – STATUS

LOCATION	DATES	STATUS
LIMASSOL – CYPRUS	01.08.2016 – 05.08.2016	CONFIRMED - RESERVE NOW
PALERMO – ITALY	17.10.2016 – 21.10.2016	CONFIRMED - RESERVE NOW
PRAGUE – CZECH REPUBLIC	28.11.2016 – 02.12.2016	CONFIRMED - RESERVE NOW
BARCELONA – SPAIN	30.01.2017 – 03.02.2017	UNDER CONFIRMATION - RESERVE NOW
LONDON – UK	10.04.2017 – 14.04.2017	UNDER CONFIRMATION - RESERVE NOW
LIMASSOL – CYPRUS	19.06.2017 – 23.06.2017	CONFIRMED - RESERVE NOW
PALERMO – ITALY	07.08.2017 – 11.08.2017	CONFIRMED - RESERVE NOW
PRAGUE – CZECH REPUBLIC	16.10.2017 – 20.10.2017	UNDER CONFIRMATION - RESERVE NOW
BARCELONA – SPAIN	04.12.2017 – 08.12.2017	UNDER CONFIRMATION - RESERVE NOW
LONDON – UK	05.02.2018 – 09.02.2018	UNDER CONFIRMATION - RESERVE NOW
LIMASSOL – CYPRUS	09.04.2018 – 13.04.2018	UNDER CONFIRMATION - RESERVE NOW
PALERMO – ITALY	18.06.2018 – 22.06.2018	UNDER CONFIRMATION - RESERVE NOW
PRAGUE – CZECH REPUBLIC	06.08.2018 – 10.08.2018	UNDER CONFIRMATION - RESERVE NOW
BARCELONA – SPAIN	15.10.2018 – 19.10.2018	UNDER CONFIRMATION - RESERVE NOW
LONDON - UK	03.12.2018 – 07.12.2018	UNDER CONFIRMATION - RESERVE NOW

DESCRIPTION OF TRAINING CONTENT

'Cultivating the Entrepreneurial mindset in Education' is a course that aims to teach entrepreneurship as a method that requires practice. The course is structured and geared around the five practices of entrepreneurship education, that is, play, empathy, creation, experimentation and reflection. The participants will have the opportunity to acquire in depth understanding not only of the theory related to the five practices of entrepreneurship education but also how to apply games and exercises in each one of them in order to create a stimulus learning environment. The course *'Cultivating the Entrepreneurial mindset in Education'* is an ideal course for all those wishing to teach elements of entrepreneurship in the classroom as well as all those wishing to apply the basic building blocks of entrepreneurship in everyday life.

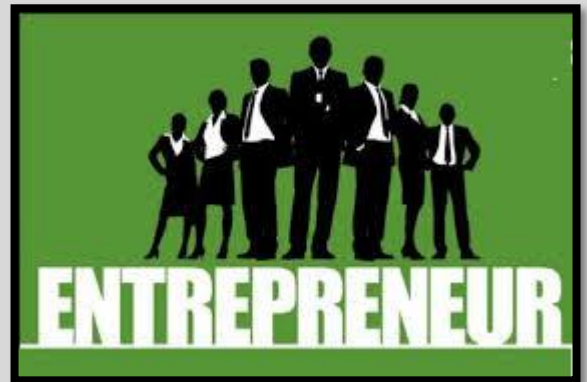


Main Aims

- Understand the concept & the various types of entrepreneurship
- Comprehend the difference between entrepreneurship as a method in comparison with that as a process
- Comprehend the five practices of entrepreneurship education
- Learn how to teach the five practices of entrepreneurship in the classroom
- Understand the importance of both theory & practice in teaching entrepreneurship

Why SC-CEME?

It is widely accepted that entrepreneurship is a critical element for the creation of job opportunities, economic growth and to provide strength to small business and academic institutions. Therefore, entrepreneurship can be categorized as investment and it is very important for a country to flourish its economy. When it comes to entrepreneurship education, most of the scholars tend to agree that entrepreneurship education must be a lifelong learning process, starting as early as elementary school and progressing through all levels of education, including adult education. Using this framework, students will have: progressively more challenging educational activities; experiences that will enable them to develop the insight needed to discover and create entrepreneurial opportunities; and the expertise to successfully start and manage their own businesses to take advantage of these opportunities. There have been various studies, all of which agree that people exposed to entrepreneurship frequently express that they have more opportunity to exercise creative freedoms, higher self-esteem, and an overall greater sense of control over their own lives. As a result, many experienced business people, political leaders, economists, and educators believe that fostering a robust entrepreneurial culture will maximize individual and collective economic and social success on a local, national, and global scale. When it comes to the benefits of students exposed in the framework of 'entrepreneurship education' these can be summarized as follows:



- Increased attendance
- Higher academic achievement
- Awareness of career and entrepreneurial options

- Acquire basic economic understanding
- Acquire basic financial concepts
- Define entrepreneurs' contribution to society
- Use opportunity recognition/ problem solving skills
- Explore ethics issues
- Consider steps in business startup
- Evaluate ownership structures
- Translate problems into opportunities
- Apply principles of human relations management
- Apply basic accounting principles
- Engage in ethical business practices

Who to attend SC-CEME?

The SC-CEME course is ideal for:

- School principals & directors (primary & secondary)
- Teachers (primary & secondary)
- Academic staff (tertiary)
- Directors & personnel in International coordination offices (tertiary)
- Entrepreneurs & people involved in start ups (education)
- Social entrepreneurs
- Directors/managers (companies/NGOs)
- Personnel/staff responsible for the business development strategy of their organisation
- Individuals involved in start ups, networks of excellence & innovation
- Trainers (formal & non formal education)
- Individuals with interest in entrepreneurship in relationship to education
- Parents



PROGRAMME OF THE TRAINING ACTIVITIES (DAY BY DAY)

Monday

- Introduction
 - The concept of entrepreneurship
 - Evolution of entrepreneurship
 - Different types of entrepreneurship
 - Entrepreneurship: method vs. practice

Tuesday

- The five practices of entrepreneurship education
 - Practice of play
 - Practice of empathy
 - Practice of creation
 - Practice of experimentation
 - Practice of reflection
- The practice of play: the theory
- The practice of play: the application
 - Exercises to practice play

Wednesday

- The practice of empathy: the theory
- The practice of empathy: the application
 - Exercises to practice 'empathy'
- The practice of creation: the theory
- The practice of creation: the application
 - Exercises to practice 'creation'

Thursday

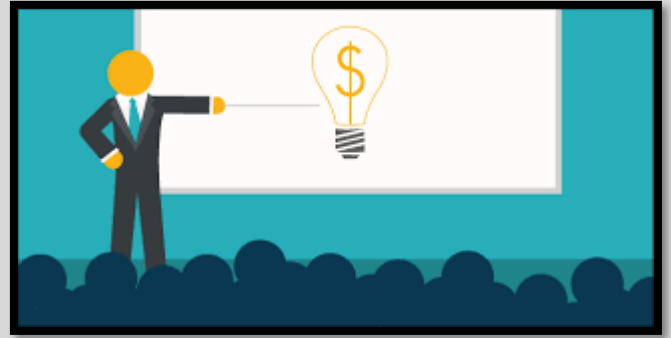
- The practice of experimentation: the theory
- The practice of experimentation: the application
 - Exercises to practice 'experimentation'
- The practice of reflection: the theory
- The practice of reflection: the application
 - Exercises to practice 'reflection'

Friday

- Parenting the future entrepreneur
- Motivate the future entrepreneur through education
- Overview of the course - reflections

METHODOLOGY OF THE COURSE – ADDED VALUE

The course methodology will ensure the active involvement of the participants in all phases, that is, prior, during and after the delivery of the course. More specifically, upon confirmation that the course will take place, the participants will receive preparatory material (if needed), which will cover all important concepts to be presented during the delivery of the course. The participants will have the opportunity to exchange feedback with the organiser of the course, ShipCon, and the trainer as well as to request any clarification related to the content of the course.



The methodology of the training is based on a combination of three important elements:

- Provision of knowledge required (theory)
- Use of training tools, such as case studies, videos, games, animations & exercises (practice – hands on experience)
- Feedback/reflection (review)

During the delivery of the course, the participants will receive hard copy material, which will cover the content to be presented in all five (5) days of the seminar. The material will be presented in a form of Power Point (PPT) presentations, videos & animations. Moreover, the active involvement and hands on experience of the participants will be secured through various training tools, such as case studies, worksheets, scenarios & exercises. These training tools are necessary to ensure that the theoretical knowledge gained by the participants can be used in real life scenarios; an important aspect & added value for any training course.

At the final day of the course, the participants will have the opportunity to reflect on the information received and the experience gained in the specific field of study. Moreover, the participants and their institutions will be encouraged to be members of ShipCon 'Network of Excellence', an international hub and forum for entrepreneurs & innovators to exchange ideas, novel concepts/approaches & best practices in the area of environment and education.

BENEFITS TO PARTICIPANTS – SKILLS & COMPETENCES

This course provides in depth understanding of the concept of entrepreneurship and introduces the participants in the basic building blocks of entrepreneurship education both in theory as well as in practice. The course is ideal for school principals, teachers & school staff (administrative & academic), persons involved in start-ups, entrepreneurs.

By the end of the course, delegates will have acquired capabilities to:

- Understand the various types of entrepreneurship
- Teach entrepreneurship as a method that requires practice
- Comprehend in depth the theory related to the practice of play, empathy, creation, experimentation & reflection
- Acquire ability to create their own exercises for applying the five practices of entrepreneurship

The participants will:

- Comprehend in depth the concept of entrepreneurship
- Understand how they can teach the practice of 'play' in theory and by exercises & games
- Understand how they can teach the practice of 'empathy' in theory and by exercises & games

- Understand how they can teach the practice of 'creation' in theory and by exercises & games
- Understand how they can teach the practice of 'experimentation' in theory and by exercises & games
- Understand how they can teach the practice of 'reflection' in theory and by exercises & games
- Be able to set up their own games and exercises for applying all five practices of entrepreneurship
- Capable to create a stimulus learning environment in the classroom

CERTIFICATIONS AWARDED

- Certificate of attendance & certificate of competence (skills & competences required – Europass CV)
- Europass mobility certificates – to be issued by the applicant's National Authority (NA)



Create the future leaders & innovators in the classroom

(Code: SCJ-CLIC)

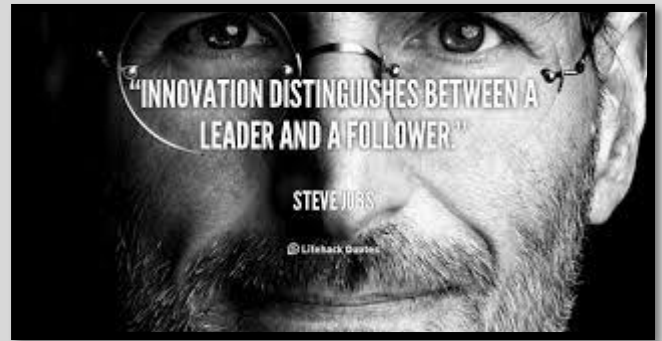
Language: English
Type: Scheduled & on demand

SCHEDULED DATES – LOCATIONS – STATUS

LOCATION	DATES	STATUS
PALERMO – ITALY	27.06.2016 – 01.07.2016	DELIVERED
PRAGUE – CZECH REPUBLIC	25.07.2016 – 29.07.2016	UNDER CONFIRMATION - RESERVE NOW
LIMASSOL – CYPRUS	28.11.2016 – 02.12.2016	CONFIRMED - RESERVE NOW
PALERMO – ITALY	13.02.2017 – 17.02.2017	UNDER CONFIRMATION - RESERVE NOW
PRAGUE – CZECH REPUBLIC	24.04.2017 – 28.04.2017	CONFIRMED - RESERVE NOW
BARCELONA – SPAIN	26.06.2017 – 30.06.2017	UNDER CONFIRMATION - RESERVE NOW
LONDON – UK	04.09.2017 – 08.09.2017	UNDER CONFIRMATION - RESERVE NOW
LIMASSOL – CYPRUS	09.10.2017 – 13.10.2017	UNDER CONFIRMATION - RESERVE NOW
PALERMO – ITALY	18.12.2017 – 22.12.2017	UNDER CONFIRMATION - RESERVE NOW
PRAGUE – CZECH REPUBLIC	12.02.2018 – 16.02.2018	UNDER CONFIRMATION - RESERVE NOW
BARCELONA – SPAIN	23.04.2018 – 27.04.2018	UNDER CONFIRMATION - RESERVE NOW
LONDON – UK	25.06.2018 – 29.06.2018	UNDER CONFIRMATION - RESERVE NOW
LIMASSOL – CYPRUS	03.09.2018 – 07.09.2018	UNDER CONFIRMATION - RESERVE NOW
PALERMO – ITALY	08.10.2018 – 12.10.2018	UNDER CONFIRMATION - RESERVE NOW
PRAGUE – CZECH REPUBLIC	17.12.2018 – 21.12.2018	UNDER CONFIRMATION - RESERVE NOW

DESCRIPTION OF TRAINING CONTENT

The course 'Create the future leaders & innovators in the classroom' introduces to the participants the concepts of innovation & leadership and the necessary skills for future innovators and leaders. The course also addresses the issue of teaching innovation & leadership and the requirements for a stimulating learning environment where future innovators and leaders will be created. Moreover, 'Create the future leaders & innovators in the classroom' course provides participants with examples of



how innovators can be motivated, inside and outside the classroom, and the importance of 'passion' in creating our future leaders. Furthermore, the course debates the challenges of Twenty-first century related to teaching and learning, such as teamwork, specialisation, risk, creativity, among others. The course is wrapped up with insights related to the innovation & leadership of the future. The course 'Create the future leaders & innovators in the classroom' is an ideal course for all those wishing to develop a stimulus learning environment in which future leaders & innovators will be created. This is a master class course for school principals, academic personnel, teachers of primary and secondary education, VET trainers and administrative staff and parents interested in motivating their children to become the future leaders & innovators.

Main Aims

- Understand the concept of innovation & leadership
- Comprehend the importance of leadership & innovation
- In depth understanding of the barriers imposed by education for leadership & innovation & methods to remove them
- Learn how to teach & motivate a potential innovator & the role of play and passion in a learning environment

Why SC-CLIC?

Leadership & innovation offer a series of significant advantages at personal and professional level. Investing in the SC-CLIC course, the participants will be benefited by gaining skills to ensure continuous and sustainable innovation within their organization and drive long-term business growth as a result. Moreover, the participants will gain an understanding of the application of innovative procedures and be capable to lead, develop and enhance their organization's ability to innovate. Equally important, the participants who work as teachers and/or trainers in the primary, secondary and tertiary education will be able to create a 'passion-driven' classroom environment in which future leaders and innovators will thrive. Therefore, SC-CLIC course brings substantial benefits not only to participants but to their organizations as well as to their students.

Benefits of SC-CLIC to participants

- Lead, develop and enhance the ability to innovate in a global business environment.
- Boost self-confidence for crucial decision making.
- Gain an understanding of the application of innovative procedures for successful implementation in practice.
- Become recognized as a strong advocate for innovation.
- Enhance the ability to communicate innovation to your colleagues.

- Gain the skills to ensure continuous and sustainable innovation within organization and drive long-term business growth as a result.
- Develop a tailored action plan to move the organisation forward.
- Create a 'passion driven' classroom to foster leadership & innovation

Benefits to participant's organisation

- design and implement innovation strategies
- manage and embed innovation processes
- improve business's capacity to identify and develop innovative proposals
- drive long-term growth and corporate success, in a global context.

Benefits to participant's students (for teachers, trainers & all those involved in formal & non formal education)

- Increased attendance
- Higher academic achievement
- Use opportunity recognition/ problem solving skills
- Translate problems into opportunities
- Apply principles of human relations management
- Engage in ethical business practices

Who to attend SC-CLIC?

The SC-CLIC course is ideal for:

- School principals & directors (primary & secondary)
- Teachers (primary & secondary)
- Academic staff (tertiary)
- Directors & personnel in International coordination offices (tertiary)
- Government officials & all those in charge of educational policy (government, ministry of education)
- Directors/managers (companies/NGOs)
- Leaders
- Trainers (formal & non formal education)
- Parents

PROGRAMME OF THE TRAINING ACTIVITIES (DAY BY DAY)

Monday

- Introduction
- What is innovation? What is leadership?
- Importance of leadership & innovation to our future
- What are the main skills of innovators & leaders?
- Teaching innovation & leadership skills: is it possible?

Tuesday

- Portrait of an innovator
 - Parenting an innovator
 - Teaching an innovator
 - Motivating an innovator
 - Role of play
 - Passion to purpose
- Social innovators

Wednesday

- The challenges of Twenty-first Century Teaching & Learning
 - Individual achievement vs. collaboration
 - Specialization vs. multidisciplinary learning
 - Risk avoidance vs. Trial & Error
 - Consuming vs. Creating
- Removing barriers to innovative learning

Thursday

- The Future of Innovation
 - Reading as a play
 - Passion
 - Purpose
 - Taking risks

Friday

- Create a 'passion driven' classroom
- Recognize the future leaders & innovators
- Overview of the course - reflections

METHODOLOGY OF THE COURSE – ADDED VALUE

The course methodology will ensure the active involvement of the participants in all phases, that is, prior, during and after the delivery of the course. More specifically, upon confirmation that the course will take place, the participants will receive preparatory material (if needed), which will cover all important concepts to be presented during the delivery of the course. The participants will have the opportunity to exchange feedback with the organiser of the course, ShipCon, and the trainer as well as to request any clarification related to the content of the course.



The methodology of the training is based on a combination of three important elements:

- Provision of knowledge required (theory)
- Use of training tools, such as case studies, videos, games, animations & exercises (practice – hands on experience)
- Feedback/reflection (review)

During the delivery of the course, the participants will receive hard copy material, which will cover the content to be presented in all five (5) days of the seminar. The material will be presented in a form of Power Point (PPT) presentations, videos & animations. Moreover, the active involvement and hands on experience of the participants will be secured through various training tools, such as case studies, worksheets, scenarios & exercises. These training tools are necessary to ensure that the theoretical knowledge gained by the participants can be used in real life scenarios; an important aspect & added value for any training course.

At the final day of the course, the participants will have the opportunity to reflect on the information received and the experience gained in the specific field of study. Moreover, the participants and their institutions will be encouraged to be members of ShipCon 'Network of Excellence', an international hub and forum for entrepreneurs & innovators to exchange ideas, novel concepts/approaches & best practices in the area of environment and education.

BENEFITS TO PARTICIPANTS – SKILLS & COMPETENCES

The course is ideal for school principals, teachers of primary and secondary education, trainers, administrative staff in schools & universities, staff involved in informal and non-formal education & parents.

By the end of the course, delegates will have acquired capabilities to:

- Understand the concepts of leadership & innovation
- Create a learning environment for future leaders and innovators
- Comprehend the barriers of today's education for leadership & innovation

- Parent, motivate and teach a leader

The participants will:

- Comprehend in depth the concepts of leadership & innovation
- Understand the skills required by leaders and innovators
- Understand the challenges of Twenty-first Century Teaching & Learning
- Acquire in depth understanding of educational barriers related to leadership & innovation
- Learn how to remove the barriers that prevent innovative learning
- Learn how to create a stimulus and passion driven learning environment for the future leaders & innovators

CERTIFICATIONS AWARDED

- Certificate of attendance & certificate of competence (skills & competences required – Europass CV)
- Europass mobility certificates – to be issued by the applicant's National Authority (NA)

Emotional Intelligence: identify, harness & manage emotions (Code: SC-EMIN)

Language: English

Type: Scheduled & on demand

SCHEDULED DATES – LOCATIONS – STATUS

LOCATION	DATES	STATUS
LIMASSOL – CYPRUS	18.07.2016 – 22.07.2016	CONFIRMED - RESERVE NOW
PRAGUE – CZECH REPUBLIC	31.10.2016 – 04.11.2016	CONFIRMED - RESERVE NOW
LIMASSOL – CYPRUS	01.05.2017 – 05.05.2017	CONFIRMED - RESERVE NOW
PALERMO – ITALY	03.07.2017 – 07.07.2017	CONFIRMED - RESERVE NOW
PRAGUE – CZECH REPUBLIC	30.10.2017 – 03.11.2017	UNDER CONFIRMATION – RESERVE NOW
LIMASSOL – CYPRUS	07.05.2018 – 11.05.2018	UNDER CONFIRMATION – RESERVE NOW
PALERMO – ITALY	02.07.2018 – 06.07.2018	UNDER CONFIRMATION – RESERVE NOW
PRAGUE – CZECH REPUBLIC	29.10.2018 – 02.11.2018	UNDER CONFIRMATION – RESERVE NOW

DESCRIPTION OF TRAINING CONTENT

It is widely recognized that Emotional intelligence (EI or EQ) is the ability to identify and manage your own emotions and the emotions of others. Emotional Intelligence inherently includes some essential skills, the most important of which are emotional awareness and the abilities to harness and manage emotions. The concept of EI has been embraced by many educators and educational institutions, in the last 20 years, in the form of programmes and modules focusing on 'social & emotional learning' (SEL) skills. It is worth mentioning that many US



states have introduced SEL learning as mandatory in the curriculum. In 2002 UNESCO has initiated a worldwide initiative to promote SEL, emphasizing on the importance of someone mastering these essential skills for living. *'Emotional Intelligence: identify, harness & manage emotions'* equips the participants with knowledge related to the ten basic principles for implementing SEL in educational settings as well as practical tools for managing emotions, recognize others' emotions and understand the relationship between thoughts and emotions. Moreover, the participants will be hugely benefited by in depth knowledge of classroom related SEL skills, such as listening and talking in ways that resolve conflicts instead of escalating them. This is a masterclass course for school principals, teachers, educators, trainers, business managers & parents.

Main Aims

- Understand the importance of Emotional Intelligence in Modern Education and Workplace settings
- Comprehend methods to avoid and resolve conflicts using 'social and emotional learning' (SEL) skills
- In depth understanding of the relationship between thoughts and emotions
- Learn how to manage emotions and the emotions of others

Why SC-EMIN?

Emotional Intelligence is widely recognized as fundamental ingredient for an individual and his/her interaction with others at personal and professional level. When it comes at any workplace, including an educational setting, it can be argued, that if an organization aims to lift itself from averagely successful to excellent it will largely depend on how well the people within the organization or business work together: this is the value of emotional intelligence in the workplace. More specifically, the concept of *emotional intelligence* at work is how people and relationships function as well as how important skills are demonstrated, such as leadership, teamwork, management skills and partnership. The inherent ingredients of *emotional intelligence* are founded on the basis of excellent practice and understanding of communication. Therefore, an organization which invests in the concept of *emotional intelligence* has staff who are motivated, productive, efficient and aligned with the goals and aspirations of the organization itself. The result of this is staff which is effective, confident in what they do and rewarded.

Benefits of SC-EMIN to participants

- Enhance self-awareness
- Ability to control strong emotions by not acting on raw feelings

- Develop deeper and more intimate relationships with peers and colleagues
- Acquire or improve social skills
- Enhance the ability to communicate through active listening with your colleagues.
- Understand the feelings and emotions of your students
- Build trusting relationship in the classroom
- Stay always in control and avoid conflict

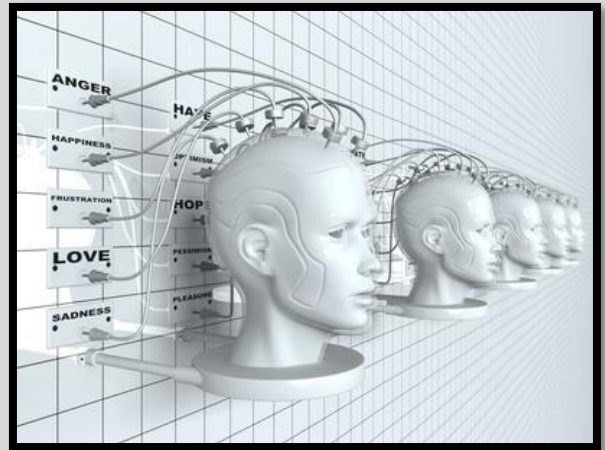
Benefits to participant's organisation

- improved professional relationships
- increased personal effectiveness at work place
- improved critical thinking, problem solving and decision making skills
- improved leadership capability

Who to attend SC-EMIN?

The SC-EMIN course is ideal for:

- School principals & directors (primary & secondary)
- Teachers (primary & secondary)
- Academic staff (tertiary)
- Directors & personnel in International coordination offices (tertiary)
- Directors/managers (companies/NGOs)
- Leaders
- Trainers (formal & non formal education)
- Parents



PROGRAMME OF THE TRAINING ACTIVITIES (DAY BY DAY)

Monday

The importance of Emotional Intelligence in Modern Education and Workplace settings

- Group Introduction / (icebreaker exercise)
- Definition of IE and why it matters in the modern world – the 10 principles
- Characteristics of Emotional Intelligence - IQ vs EQ
- Theory of Mind – Social Cognition - False Belief
- Mindful or Mindblind? - Children as ‘mindreaders’
- Nature Versus Nurture –influences on developing personality (Genetic influences, predisposition, environmental factors)

Tuesday

The Emerging Self – and Development of Emotional Intelligence (Development, mind set – literal to abstract)

- Child Development – Social Emotional development stages
- Definitions/ models - (Case Studies. Analysis, triggers and red flags - Group exercises)
- Feedback from Case Study exercise.
- False Perception: recap Theory of Mind plus introduce additional concepts
- Developing literal to abstract thinking

Wednesday

In touch with the emotional self and influence on learning

- In touch with self - (Group exercise)
- How to identify your own emotions and tools for development
- Conflicts and negotiation (role play exercise)
- Key components to coping with conflict with EI
- Active Listening (role play exercise)
- Key Components to Active Listening

Thursday

Develop skills in Leadership and Creativity

- Can IE be taught?
- Educational and Workplace Models – History and Modern Practise
- Theory of mind in the classroom or workplace
- Creating future Leaders
- Identify opportunities (exercise)

Friday

Application of EI skills in the Home, Workplace and Educational Establishments

- Emotional Intelligence checklist revisited. (Day 3)
- Using EI development opportunities in the home, classroom or workplace (Group exercise)
- Plan for change – Influencing - (Action plans to take forward)
- Debrief and Evaluation
- Completion of course evaluation sheets.

METHODOLOGY OF THE COURSE – ADDED VALUE

The course methodology will ensure the active involvement of the participants in all phases, that is, prior, during and after the delivery of the course. More specifically, upon confirmation that the course will take place, the participants will receive preparatory material (if needed), which will cover all important concepts to be presented during the delivery of the course. The participants will have the opportunity to exchange feedback with the organiser of the course, ShipCon, and the trainer as well as to request any clarification related to the content of the course.

The methodology of the training is based on a combination of three important elements:

- Provision of knowledge required (theory)
- Use of training tools, such as case studies, videos, games, animations & exercises (practice – hands on experience)
- Feedback/reflection (review)

During the delivery of the course, the participants will receive hard copy material, which will cover the content to be presented in all five (5) days of the seminar. The material will be presented in a form of Power Point (PPT) presentations, videos & animations. Moreover, the active involvement and hands on experience of the participants will be secured through various training tools, such as case studies, worksheets, scenarios & exercises. These training tools are necessary to ensure that the theoretical knowledge gained by the participants can be used in real life scenarios; an important aspect & added value for any training course.

At the final day of the course, the participants will have the opportunity to reflect on the information received and the experience gained in the specific field of study. Moreover, the participants and their institutions will be encouraged to be members of ShipCon 'Network of Excellence', an international hub and forum for entrepreneurs & innovators to exchange ideas, novel concepts/approaches & best practices in the area of environment and education.

BENEFITS TO PARTICIPANTS – SKILLS & COMPETENCES

The course is ideal for school principals, teachers of primary and secondary education, trainers, administrative staff in schools & universities, staff involved in informal and non-formal education & parents.

By the end of the course, delegates will have acquired capabilities to:

- Understand the concept of emotional intelligence and the skills associated
- Develop deeper and more intimate relationships with peers and colleagues
- Understand the feelings and emotions of students and colleagues
- Build trusting relationship in the classroom or in the organisation they are working
- Stay always in control and avoid conflict

The participants will:

- Comprehend in depth the skills associated with emotional intelligence and its importance in today's workplace
- Enhance their critical thinking, problem solving and decision making skills as well as leadership ability
- Learn how to control strong emotions by not acting on raw feelings
- Learn how to build deeper and more intimate relationships at work place

CERTIFICATIONS AWARDED

- Certificate of attendance & certificate of competence (skills & competences required – Europass CV)
- Europass mobility certificates – to be issued by the applicant's National Authority (NA)

Secure EU funding: access EU funds (Code: SC-SEEU)

Language: English

Type: Scheduled & on demand

SCHEDULED DATES – LOCATIONS – STATUS

LOCATION	DATES	STATUS
LIMASSOL – CYPRUS	25.07.2016 – 29.07.2016	CONFIRMED - RESERVE NOW
LIMASSOL – CYPRUS	19.09.2016 – 23.09.2016	CONFIRMED - RESERVE NOW
PRAGUE – CZECH REPUBLIC	03.10.2016 – 07.10.2016	UNDER CONFIRMATION – RESERVE NOW
LONDON – UK	30.01.2017 – 03.02.2017	UNDER CONFIRMATION – RESERVE NOW
LIMASSOL – CYPRUS	27.03.2017 – 31.03.2017	CONFIRMED - RESERVE NOW
PALERMO – ITALY	29.05.2017 – 02.06.2017	CONFIRMED - RESERVE NOW
PRAGUE – CZECH REPUBLIC	24.07.2017 – 28.07.2017	UNDER CONFIRMATION – RESERVE NOW
LONDON – UK	20.11.2017 – 24.11.2017	UNDER CONFIRMATION – RESERVE NOW
LIMASSOL – CYPRUS	22.01.2018 – 26.01.2018	UNDER CONFIRMATION – RESERVE NOW
PALERMO – ITALY	26.03.2018 – 30.03.2018	UNDER CONFIRMATION – RESERVE NOW
PRAGUE – CZECH REPUBLIC	28.05.2018 – 01.06.2018	UNDER CONFIRMATION – RESERVE NOW
LONDON – UK	24.09.2018 – 28.09.2018	UNDER CONFIRMATION – RESERVE NOW
LIMASSOL – CYPRUS	19.11.2018 – 23.11.2018	UNDER CONFIRMATION – RESERVE NOW

DESCRIPTION OF TRAINING CONTENT

'Secure EU funding: access EU funds' is a masterclass course for all those involved in preparation of proposals to be submitted for funding in any of the major EU programmes and calls. The participants will have the opportunity to be presented with an overview of EU programming period 2014-2020 through the Multiannual Financial Framework (MFF) and to acquire in depth knowledge of the key issues for EC project selection and identification of suitable calls for their organisations. Moreover, the participants will learn how to build the right partnership for a project proposal and understand the importance of geographical coverage achieved through the consortium. Furthermore, the participants will gain invaluable insight on how they can efficiently draft a proposal as well as the role and responsibilities of everyone involved in the drafting process. The course gives emphasis on the role of the partners in the drafting of the proposal and how the project manager and all those assisting in drafting they can set up an effective time plan schedule that will allow them to meet call deadlines. *'Secure EU funding: access EU funds'* course offers 'hands on' experience to participants through practical examples and exercises with which the participants learn how to match an idea to relevant programmes, how to analyse a call for proposals as well as how to proceed with the budget/financial analysis in a specific application form. This is a masterclass course taught by high calibre professionals with vast experience in EU funding and the mechanisms of EC related to funds. Ideal course for all those involved or likely to be involved in the preparation of successful EU funded proposals.



Main Aims

- Understand the mechanisms and principles related to EU funding
- Set up an effective time plan schedule for drafting a proposal within a given deadline
- Identify possible sources of funding to match a concept idea and build solid partnerships
- Draft competitive proposals to be funded by EU
- Develop an efficient strategy, in which potential EU funding is an integral part to the overall business development strategy of the organisation/institution.

Why SC-SEEU?

EU funding has become increasingly important for a wide range of organisations and institutions operating in the European Union (EU). It can be safely argued that the vast majority of EU based organisations are currently involved or will be involved in projects and initiatives that are funded by EU; projects related to mobilities funded by Erasmus+ programme, large scaled research projects funded by H2020 or projects related to policy and/or dissemination/exploitation, such as Life+, among others. Therefore, there is an increasing need for individuals and organisations alike to acquire in depth understanding of the principles and mechanisms related to EU funding as well as the skills and competences required to transform an innovative concept to a commercial product and service with the financial assistance of EU funds. SEEU is a masterclass course which can be hugely beneficial for organisations and institutions wishing to enhance human capital and invest in developing and integrating EU funding strategy in the overall business development strategy.

Benefits of SC-SEEU to participants

- Enhance knowledge with regards to fundamental principles of EU funding
- Ability to set up an effective and efficient time schedule for drafting a proposal
- Understand the various stages from concept idea to commercialization of a product or service
- Identify possible sources of EU funding
- Acquire skills and competences in building strong and solid partnerships
- Comprehend the importance of networking & lobbying when it comes to EU funding
- Draft and submit competitive proposals for EU funding

Benefits to participant's organisation

- Increase the potential sources of funding for developing innovative products and/or services
- Improve human capital & capacity for securing funding by EU sources
- Develop and integrate EU funding strategy in the overall business development strategy
- Effective and efficient time management when it comes to drafting of EU proposals

Who to attend SC-SEEU?

The SC-SEEU course is ideal for:

- School principals & directors (primary & secondary)
- Teachers (primary & secondary)
- Academic staff (tertiary)
- Directors & personnel in International coordination offices (tertiary)
- Directors/managers (companies/NGOs)
- Personnel involved in research activities
- Business development managers
- Research staff (academic & administrative)
- Technical & financial personnel involved in drafting proposals for EU funding
- Consultants

PROGRAMME OF THE TRAINING ACTIVITIES (DAY BY DAY)

Monday

Overview of the EU programming period of 2014-2020

- General principles of EU funding (transparency, credibility, monitoring&reporting, etc.)
- Europe 2020 strategy for smart, sustainable & inclusive growth: an overview
- EU's long-term spending priorities according to Multiannual Financial Framework (MFF)
- An overview of Centralised vs. Decentralised EU funds
- Examples of centralised funds (Life+, Erasmus+, Europe for Citizens, Horizon 2020)
- Key issues for EU and EC on project selection
- Identification of suitable calls

Case Study: Matching a project idea (concept) to relevant programme(s)

Tuesday

BUILDING THE RIGHT PARTNERSHIP

- Principles of successful partnership
- Finding the right partner for your organization
- Risks and opportunities of partnerships
- How and where to find suitable partners for your proposal (concept)

Case Study: Analysis of a call for proposals

Wednesday

DRAFTING A PROPOSAL: THE VARIOUS STAGES

- Typical structure of an application form: admin, technical and financial parts
- Setting up a proposal: things to consider
- Involvement of participants in the drafting of a proposal: roles & responsibilities
- Proposal writing schedule

Case Study: Time planning for proposal submission (group exercise)

Thursday

Budgetary issues in EU funded proposals

- Financial commitment of partners
- An overview of various types of eligible cost categories
- Connecting & aligning the technical part with the financial part in a proposal
- Tips in the drafting of the budget: things to do and things to avoid

Case Study: Budget Analysis of a proposal

Friday

The expert's assessment of a proposal and the importance of lobbying and networking in EU projects

- Assessment of a proposal by an EC expert – important things to be taken into consideration
- Assessment report: what an assessment expert wants to see in a proposal
- The importance of networking and lobbying after submission
- Building a solid and sustainable business plan on EU funded projects

METHODOLOGY OF THE COURSE – ADDED VALUE

The course methodology will ensure the active involvement of the participants in all phases, that is, prior, during and after the delivery of the course. More specifically, upon confirmation that the course will take place, the participants will receive preparatory material (if needed), which will cover all important concepts to be presented during the delivery of the course. The participants will have the opportunity to exchange feedback with the organiser of the course, ShipCon, and the trainer as well as to request any clarification related to the content of the course.



The methodology of the training is based on a combination of three important elements:

- Provision of knowledge required (theory)
- Use of training tools, such as case studies, videos, games, animations & exercises (practice – hands on experience)
- Feedback/reflection (review)

During the delivery of the course, the participants will receive hard copy material, which will cover the content to be presented in all five (5) days of the seminar. The material will be presented in a form of Power Point (PPT) presentations, videos & animations. Moreover, the active involvement and hands on experience of the participants will be secured through various training tools, such as case studies, worksheets, scenarios & exercises. These training tools are necessary to ensure that the theoretical knowledge gained by the participants can be used in real life scenarios; an important aspect & added value for any training course.

At the final day of the course, the participants will have the opportunity to reflect on the information received and the experience gained in the specific field of study. Moreover, the participants and their institutions will be encouraged to be members of ShipCon 'Network of Excellence', an international hub and forum for entrepreneurs & innovators to exchange ideas, novel concepts/approaches & best practices in the area of environment and education.

BENEFITS TO PARTICIPANTS – SKILLS & COMPETENCES

The course is ideal for all those involved or likely to be involved in the preparation of EU proposal to be funded by EU. Moreover, it is ideal for all those who wish to enhance their knowledge on EU funding opportunities and how EU funds can be used in order to transform a concept into a commercial product or service.

By the end of the course, delegates will have acquired capabilities to:

- Understand the general principles and mechanisms related to EU funding
- Identify and match a concept ideal to a suitable call of proposals
- Identify suitable partners and build a solid partnership
- Set up a time plan for drafting a proposal to be submitted at a given deadline

The participants will:

- Comprehend in depth the roles and responsibilities of all those involved in the drafting of a proposal
- Be able to identify opportunities and how to turn an idea into a product or service with EU funding
- Learn how to avoid common mistakes in the drafting of the budget
- Learn how to develop a sustainable business plan and reduce risks related to EU funding

CERTIFICATIONS AWARDED

- Certificate of attendance & certificate of competence (skills & competences required – Europass CV)
- Europass mobility certificates – to be issued by the applicant's National Authority (NA)

Train the Trainer (Code: SC-TRTR)

Language: English

Type: Scheduled & on demand

SCHEDULED DATES – LOCATIONS – STATUS

LOCATION	DATES	STATUS
LIMASSOL – CYPRUS	11.07.2016 – 15.07.2016	CONFIRMED - RESERVE NOW
LIMASSOL – CYPRUS	26.09.2016 – 30.09.2016	CONFIRMED - RESERVE NOW
PRAGUE – CZECH REPUBLIC	14.11.2016 – 18.11.2016	UNDER CONFIRMATION – RESERVE NOW
LIMASSOL – CYPRUS	20.02.2017 – 24.02.2017	CONFIRMED - RESERVE NOW
LONDON – UK	01.05.2017 – 05.05.2017	UNDER CONFIRMATION – RESERVE NOW
PALERMO – ITALY	10.07.2017 – 14.07.2017	CONFIRMED - RESERVE NOW
PRAGUE – CZECH REPUBLIC	13.11.2017 – 17.11.2017	UNDER CONFIRMATION – RESERVE NOW
LIMASSOL – CYPRUS	19.02.2018 – 23.02.2018	UNDER CONFIRMATION – RESERVE NOW
LONDON – UK	07.05.2018 – 11.05.2018	UNDER CONFIRMATION – RESERVE NOW
PALERMO – ITALY	09.07.2018 – 13.07.2018	UNDER CONFIRMATION – RESERVE NOW
PRAGUE – CZECH REPUBLIC	12.11.2018 – 16.11.2018	UNDER CONFIRMATION – RESERVE NOW

DESCRIPTION OF TRAINING CONTENT

'Train the trainer' is an essential course for all those promoted to a training supervisory role as well as to all those wishing to refresh/enhance their training skills. The course covers a variety of topics which are fundamental for successfully running a course, such as writing a structured training course as well as an overview of effective training skills. Moreover, the course deals with effective training practices and procedures and emphasizes on the importance of body language and voice projection. 'Train the trainer' course also covers the pros and cons of classroom training versus individual/one-to-one training and how the trainer can create a fully 'engaged' audience and ensure the active participation of all delegates. This course equips the participants with the necessary skills to handle questions and manage difficult trainees. It is ideal not only for those who want to improve their training skills but also those wishing to know the essentials of developing, organizing and running training programmes as well as those involved in the implementation of training policy and improvement of staff competency levels. This is a masterclass course for trainers, teachers in supervisory role, training managers, Human Resources staff and professionals responsible/in charge of the development of staff competence level as an integral part of the overall business development strategy.



Main Aims

- In depth understanding of the various types of learning and learning styles
- Ability to identify participants' needs and structure a training to address these needs
- Deliver an interesting training and ensure the engagement and active involvement of the participants
- Handling questions and manage difficult situations during the delivery of a training
- Develop an efficient and effective training regime with the aim to enhance staff competency levels

Why SC-TRTR?

Train the Trainer is a masterclass course which can be hugely beneficial not only for those delivering trainings but also to individuals who wish to enhance their presentation skills in front of an audience. In today's demanding and challenging working environment, it is vital that professionals involved in trainings possess the right skills and attributes and be capable to understand, at an early stage, the needs and requirements of their trainees and participants. This course equips the participants with in depth knowledge of the various types of learning as well as with the necessary skills in order to deliver an interesting training that will fully engage their attendees. It is ideal for those responsible with the drafting of a training programme as well as for all those in charge of the implementation of the training policy and enhancement of staff competence levels of their organization or institution. *Train the Trainer* course will provide also valuable knowledge and tools to teachers involved in any type of formal and non-formal education, since part of the training is dedicated on how to handle questions and difficult situations as well as how to stay in total control and avoid conflict in front of an audience, such as a classroom. Finally, the course will benefit the participants' organisations since the attendees will gain valuable knowledge on how to design and implement effective and efficient training programmes for their peers and colleagues and, hence, improve the staff competence levels.

Benefits of SC-TRTR to participants

- Enhance the confidence, skills and presence in front of an audience
- Improve knowledge in developing organizational training programmes
- Understand the training needs of participants and peers/colleagues
- Enhance skills and competences in structuring and delivering a training
- Adopt the necessary skills and attributes to deliver an interesting training
- Handle difficult situations and manage difficult trainees

Benefits to participant's organisation

- Improve human capital through enhancement of staff competency levels
- Develop an effective training policy that matches the needs and requirements of the workforce
- Train new and existing staff and build helpful relationships with trainees and among colleagues
- Enhance the image by improving skills related to public speaking and exposure to any type of audience

Who to attend SC-TRTR?

The SC-TRTR course is ideal for:

- School principals & directors (primary & secondary)
- Teachers (primary & secondary)
- Academic staff (tertiary)
- Training managers & supervisors
- Trainers (formal & non formal education)
- Professionals exposed in any type of audience
- Professionals and staff who like to enhance their public speaking abilities and presence
- Professionals and staff responsible for implementing organisational training policy
- Professionals and staff responsible for improving staff competency levels
- HR managers and personnel



PROGRAMME OF THE TRAINING ACTIVITIES (DAY BY DAY)

Monday

- Group Introduction / (icebreaker exercise)
- What differentiates a good trainer from an excellent trainer
- Skills and attributes of an effective trainer
- Principles of learning and learning styles
- Adapting learning and learning style: cross cultural training issues

Tuesday

- Establishing trainings aims and objectives
- Taking the needs of the participants/trainees into account
- How to structure your training – Part I (general)
- Delivering an interesting training
- Handling questions – Part I (general)

Wednesday

- Introducing the training
- How to structure your training – Part II (re-structuring)
- Handling questions – Part II (receiving)
- Importance of Active Listening
- Key Components to Active Listening
- Post course action planning

Thursday

- Fundamental delivery skills
- Body language
- Voice projection
- Public speaking (practical group exercise)

Friday

- Managing difficult trainees
- Handling difficult situations and avoid conflict
- Handling criticism or advice about training event and/or training style
- Showing genuine concern for the participants and establishing a helpful and genuine relationship
- Debrief and Evaluation

METHODOLOGY OF THE COURSE – ADDED VALUE

The course methodology will ensure the active involvement of the participants in all phases, that is, prior, during and after the delivery of the course. More specifically, upon confirmation that the course will take place, the participants will receive preparatory material (if needed), which will cover all important concepts to be presented during the delivery of the course. The participants will have the opportunity to exchange feedback with the organiser of the course, ShipCon, and the trainer as well as to request any clarification related to the content of the course.

The methodology of the training is based on a combination of three important elements:

- Provision of knowledge required (theory)
- Use of training tools, such as case studies, videos, games, animations & exercises (practice – hands on experience)
- Feedback/reflection (review)

During the delivery of the course, the participants will receive hard copy material, which will cover the content to be presented in all five (5) days of the seminar. The material will be presented in a form of Power Point (PPT) presentations, videos & animations. Moreover, the active involvement and hands on experience of the participants will be secured through various training tools, such as case studies, worksheets, scenarios & exercises. These training tools are necessary to ensure that the theoretical knowledge gained by the participants can be used in real life scenarios; an important aspect & added value for any training course.

At the final day of the course, the participants will have the opportunity to reflect on the information received and the experience gained in the specific field of study. Moreover, the participants and their institutions will be encouraged to be members of ShipCon 'Network of Excellence', an international hub and forum for entrepreneurs & innovators to exchange ideas, novel concepts/approaches & best practices in the area of environment and education.



BENEFITS TO PARTICIPANTS – SKILLS & COMPETENCES

The course is ideal for school principals, teachers of primary and secondary education, those who have become or want to become training managers and wish to know the fundamentals of developing organisational training programmes and all those who are interested to enhance their training skills and competences as well as to sharpen their public speaking abilities.

By the end of the course, delegates will have acquired capabilities to:

- Understand the skills and attributes required for someone being an excellent trainer
- Adapt learning and learning style to the occasion and the audience
- Comprehend in depth the needs and requirements of the trainees/participants/audience
- Build trusting and helpful relationship with the trainees
- Stay always in control and avoid conflict while delivering a training

The participants will:

- Learn how to match the aims and objectives of a training to the participants' needs
- Deal with difficult trainees and audience and manage difficult situations
- Learn the fundamental training delivery skills and how to use them to their advantage
- Learn how to handle question and gain the trust of their trainees

CERTIFICATIONS AWARDED

- Certificate of attendance & certificate of competence (skills & competences required – Europass CV)
- Europass mobility certificates – to be issued by the applicant's National Authority (NA)

Identifying Barriers to Learning – A Special Educational Needs (SEN) Masterclass Course (Code: SC-SENI)

Language: English

Type: Scheduled & on demand

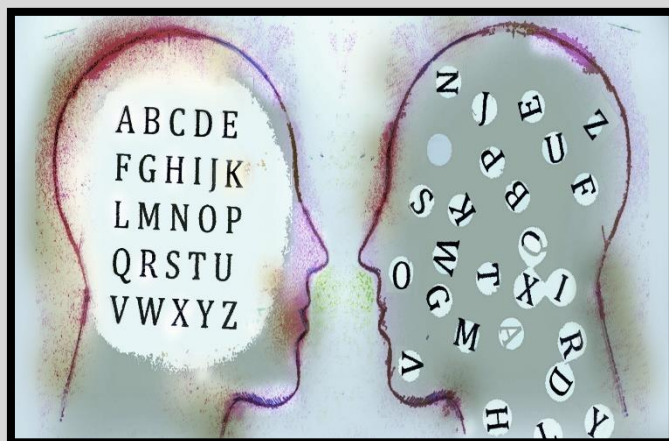
SCHEDULED DATES – LOCATIONS – STATUS

LOCATION	DATES	STATUS
LIMASSOL – CYPRUS	17.10.2016 – 21.10.2016	CONFIRMED - RESERVE NOW
PRAGUE – CZECH REPUBLIC	13.02.2017 – 17.02.2017	CONFIRMED - RESERVE NOW
BARCELONA – SPAIN	15.05.2017 – 19.05.2017	UNDER CONFIRMATION – RESERVE NOW
PALERMO – ITALY	17.07.2017 – 21.07.2017	CONFIRMED - RESERVE NOW
LIMASSOL – CYPRUS	14.08.2017 – 18.08.2017	CONFIRMED - RESERVE NOW
PRAGUE – CZECH REPUBLIC	23.10.2017 – 27.10.2017	UNDER CONFIRMATION – RESERVE NOW
BARCELONA – SPAIN	21.05.2018 – 25.05.2018	UNDER CONFIRMATION – RESERVE NOW
LIMASSOL – CYPRUS	02.07.2018 – 06.07.2018	UNDER CONFIRMATION – RESERVE NOW
PALERMO – ITALY	06.08.2018 – 10.08.2018	UNDER CONFIRMATION – RESERVE NOW
PRAGUE – CZECH REPUBLIC	26.11.2018 – 30.11.2018	UNDER CONFIRMATION – RESERVE NOW

DESCRIPTION OF TRAINING CONTENT

Statistics in Europe suggest that at least 15.4% of the school population have a special educational need which is defined thus 'A child or young person has Special Educational Needs (SEN) if he or she has learning difficulties or disabilities that make it harder for him or her to learn than most other children and young people of about the same age'.

Barriers to learning range from Severe and Complex learning difficulties at the low end of the spectrum to Giftedness at the high end of the spectrum. Between these two extremes will be a range of more specific learning difficulties which include Dyslexia, Dyspraxia (DCD), Dyscalculia, ADD and ADHD; conditions nowadays common in our homes and classrooms.



Many children and young people will have special educational needs of some kind during their education. Early years settings, schools, colleges and other organisations, as well as parents, can help most children and young people overcome their difficulties by increasing their awareness and understanding of the most common difficulties encountered and learning how to identify and support the remediation of these difficulties as early as possible.

This course is aimed at all those professionals and paraprofessionals who wish to gain a greater understanding of the most common specific learning difficulties, how these can be identified, formally diagnosed and ultimately supported in a positive and effective way for all.

Main Aims

- Gain an understanding of Special Educational Needs; specifically Specific Learning Difficulties including Dyslexia, Dyspraxia (DCD), Dyscalculia, ADD and ADHD.
- Appreciate causation and the key characteristics of the various specific learning difficulties listed above
- Learn about processes towards and criteria for diagnosis
- The Pros and Cons - Develop an understanding of learning and living from the perspective of an individual with a special educational need, specifically Dyslexia, Dyspraxia, Dyscalculia and ADD/ADHD.

Why SC-SENI?

According to a report published by the European Commission (EC), *Directorate-General for Employment, Social Affairs and Inclusion*, a strong political consensus has emerged in Europe on the importance of inclusive education, and ensuring children with special educational needs (SEN) are included within mainstream education. The report goes on concluding that mutual learning and the sharing of best practice on the provision of support for children with SEN are lacking at the European level. This is complicated by a marked absence of pan-European data on the prevalence of SEN, attributable to varying definitions of SEN between countries and divergent methods of SEN identification. Correspondingly, there is a case to be made for a harmonised classification framework of SEN in Europe. A political consensus has emerged on the importance of inclusive education, reflected by a general trend towards placement of children with SEN in mainstream education, and away from special schooling. Many Member States have made good progress in developing coherent, localised and inclusive early intervention strategies, which provide for consultation with affected families. Information on the support mechanisms available to parents of children with SEN is incomplete, although examples of good practice exist for replication.



Therefore, *Identifying Barriers to Learning – A Special Educational Needs (SEN) Masterclass Course* is an indispensable course for all those who wish to gain in depth understanding of Special Educational Needs and the processes and criteria for early identification (diagnosis).

Who to attend SC-SENI?

The SC-SENI course is ideal for:

- School principals & directors (primary & secondary)
- Teachers (primary & secondary)
- Teachers working with SEN pupils
- Educational Advisors
- Paraprofessionals
- Psychologists
- Parents

PROGRAMME OF THE TRAINING ACTIVITIES (DAY BY DAY)

Monday - Introduction to Special Educational Needs (SEN)

General Overview of SEN

General Learning Difficulties (GLD) versus Specific Learning Difficulties (SpLD): Explanation & Distinction

Brief Outline of most common Specific Learning Difficulties: *Dyslexia – Dyspraxia (DCD) – Dyscalculia – ADD/ADHD*

SpLD - Intelligence

SpLD – Memory and Cognitive, Auditory and Visual Processing

SpLD - Impact on Psychological, Social and Emotional Development

Tuesday - Dyslexia

General Overview of Dyslexia

History, Terminology and Definitions

Causation – Neurological bases for Dyslexia

Co-morbidity with other Conditions

Identifying Signs

Paths towards Diagnosis

Dyslexia – A Distinct Advantage

Wednesday - Dyspraxia

General Overview of Dyspraxia (DCD)

History, Terminology and Definitions

Causation – Neurological Bases for Dyspraxia (DCD)

Co-morbidity with other Conditions

Stages of Motor Development

Significance of Motor Development for Everyday Living

Identifying Signs

Towards a Diagnosis

A Word on Dysgraphia

Thursday - Dyscalculia

The Psychology of Mathematics

Dyslexia – Impact on Mathematics

Dyslexia versus Dyscalculia

Dyscalculia : Causation – Neurological Bases

Identifying Signs

Implications for Personal Development

Towards a Diagnosis

Friday - Attention Deficit Disorder (ADD) & Attention Deficit & Hyperactivity Disorder (ADHD)

Terminology and Definitions

Development of Attention

Causation – Neurological Bases for ADD/ADHD

Co-morbidity with other Conditions

Implications for Academic and Social Success

Identifying Signs

Criteria for Diagnosis

Nutrition and ADD/ADHD

Medication and ADD/ADHD

The Attributes of ADHD!

METHODOLOGY OF THE COURSE – ADDED VALUE

The course methodology will ensure the active involvement of the participants in all phases, that is, prior, during and after the delivery of the course. More specifically, upon confirmation that the course will take place, the participants will receive preparatory material (if need ed), which will cover all important concepts to be presented during the delivery of the course. The participants will have the opportunity to exchange feedback with the organiser of the course, ShipCon, and the trainer as well as to request any clarification related to the content of the course.



The methodology of the training is based on a combination of three important elements:

- Provision of knowledge required (theory)
- Use of training tools, such as case studies, videos, games, animations & exercises (practice – hands on experience)
- Feedback/reflection (review)

During the delivery of the course, the participants will receive hard copy material, which will cover the content to be presented in all five (5) days of the seminar. The material will be presented in a form of Power Point (PPT) presentations, videos & animations. Moreover, the active involvement and hands on experience of the participants will be secured through various training tools, such as case studies, worksheets, scenarios & exercises. These training tools are necessary to ensure that the theoretical knowledge gained by the participants can be used in real life scenarios; an important aspect & added value for any training course.

At the final day of the course, the participants will have the opportunity to reflect on the information received and the experience gained in the specific field of study. Moreover, the participants and their institutions will be encouraged to be members of ShipCon 'Network of Excellence', an international hub and forum for entrepreneurs & innovators to exchange ideas, novel concepts/approaches & best practices in the area of environment and education.

BENEFITS TO PARTICIPANTS – SKILLS & COMPETENCES

The course is ideal for school principals, teachers of primary and secondary education, educational advisors (including psychologists) and parents who wish to gain in depth understanding of the most common specific learning difficulties, how these can be identified, formally diagnosed and ultimately supported in a positive and effective way for all.

By the end of the course, delegates will have acquired capabilities to:

- Gain an understanding of Special Educational Needs; specifically Specific Learning Difficulties including Dyslexia, Dyspraxia (DCD), Dyscalculia, ADD and ADHD.
- Appreciate causation and the key characteristics of the various specific learning difficulties
- Learn about processes towards and criteria for early identification (diagnosis)

- Develop an understanding of learning and living from the perspective of an individual with a special educational need, specifically Dyslexia, Dyspraxia, Dyscalculia and ADD/ADHD.

CERTIFICATIONS AWARDED

- Certificate of attendance & certificate of competence (skills & competences required – Europass CV)
- Europass mobility certificates – to be issued by the applicant's National Authority (NA)

Understanding Autism Spectrum Disorders - Introduction and Interventions

(Code: ASDI)

Language: English

Type: Scheduled & on demand

SCHEDULED DATES – LOCATIONS – STATUS

LOCATION	DATES	STATUS
LIMASSOL – CYPRUS	24.10.2016 – 28.10.2016	CONFIRMED - RESERVE NOW
PRAGUE – CZECH REPUBLIC	20.02.2017 – 24.02.2017	CONFIRMED - RESERVE NOW
BARCELONA – SPAIN	22.05.2017 – 26.05.2017	UNDER CONFIRMATION – RESERVE NOW
PALERMO – ITALY	24.07.2017 – 28.07.2017	CONFIRMED - RESERVE NOW
LIMASSOL – CYPRUS	21.08.2017 – 25.08.2017	CONFIRMED - RESERVE NOW
PRAGUE – CZECH REPUBLIC	30.10.2017 – 03.11.2017	UNDER CONFIRMATION – RESERVE NOW
BARCELONA – SPAIN	28.05.2018 – 01.06.2018	UNDER CONFIRMATION – RESERVE NOW
LIMASSOL – CYPRUS	09.07.2018 – 13.07.2018	UNDER CONFIRMATION – RESERVE NOW
PALERMO – ITALY	13.08.2018 – 17.08.2018	UNDER CONFIRMATION – RESERVE NOW
PRAGUE – CZECH REPUBLIC	03.12.2018 – 07.12.2018	UNDER CONFIRMATION – RESERVE NOW

DESCRIPTION OF TRAINING CONTENT

This course introduces Autism Spectrum Disorders and gives participants a greater understanding to identify Autism characteristics, whether in an Education setting or in the home.

Participants will learn about the specific characteristics of a person with Autism and have the opportunity to understand the unique way in which they experience the world, focusing on the core Autism difficulties in Social Interaction, Communication, Imagination, together with sensory and environmental difficulties.



Understanding Autism Spectrum Disorders - Introduction and Interventions masterclass course combines theory with good practice, and is a 'first level' introduction to Autism aiming to provide understanding and strategies suitable for supporting children and young people in a variety of settings.

Participants will have the opportunity to develop some practical and positive solutions to behaviours resulting from Autism led anxiety, risk assessment, and management of environments to assist Educational Inclusion.

The course is recommended for Head Teachers, Teachers and Parents, either already associated with children and young people diagnosed with ASD, or those who wish to know more in order to develop awareness of Autism, as 'first point of contact' in an Education or Home setting.

Main Aims

- Understanding of Autism and seeing the world from the point of view of the Autistic Individual
- Identify the key characteristics associated with Autism Spectrum Disorder.
- Learn to identify the causes behind behaviours
- Understand and Manage Behavioural risk assessment
- Learn positive and practical strategies for intervention and opportunities for inclusion

Why SC-ASDI?

Autism is a spectrum disorder, meaning that there is a wide degree of variation in the way it affects people. Every child on the autism spectrum has unique abilities, symptoms, and challenges. Learning about the different autism spectrum disorders will help you better understand an autistic child, get a handle on what all the different autism terms mean, and make it easier to communicate with the doctors, teachers, and therapists.

Every individual on the autism spectrum has problems to some degree with social skills, empathy, communication, and flexible behavior. But the level of disability and the combination of symptoms varies tremendously from person to person. In fact, two kids with the same diagnosis may look very different when it comes to their behaviors and abilities.



Understanding Autism Spectrum Disorders - Introduction and Interventions masterclass course will prove to be an invaluable course for all those associated with children and young people diagnosed with ASD, since it is widely accepted that, a) The more you know about autism spectrum disorders, the better equipped you'll be to make informed decisions for a child, b) It is important to be able to figure out what triggers a kid's "bad" or disruptive behaviors and what elicits a positive response. What does an autistic child find stressful? Calming? Uncomfortable? Enjoyable? In depth understanding of what affects an autistic child, immensely helps at troubleshooting problems and preventing situations that cause difficulties, c) you need to accept an autistic child, rather than focusing on how an autistic child is different from other children and what he or she is "missing," that is, practice acceptance.

Who to attend SC-ASDI?

The SC-ASDI course is ideal for:

- School principals & directors (primary & secondary)
- Teachers (primary & secondary)
- Teachers working with SEN pupils
- Educational Advisors
- Paraprofessionals
- Psychologists
- Parents

PROGRAMME OF THE TRAINING ACTIVITIES (DAY BY DAY)

Monday – introduction - What is Autism ?

- Autism Facts and Myths Quizz
- The Autism Spectrum – Kanners and Asperger
- Causation – co morbidity with other conditions
- Introduction to Social Communication, Social Interaction, Social Imagination difficulties
- Theory of mind – mind blindness, Executive function dysfunction, Weak Central Coherence
- Introduction to Ritualistic and Obsessive behaviours
- The impact of Anxiety
- The Attributes of Autism

Tuesday - Autism and the Sensory World

- Sensory impacts on Autism, and resulting behaviours.
- A is for Autism Video
- Identify the senses – Exercise.
- Information Processing
- Managing the Sensory Environment to reduce behaviours
- Introduction of the techniques for identifying and managing behaviours.

Wednesday – Managing Communication through Visual Structure

- The importance of visual communication
- Structured approaches - using structure for orientation and communication
- Managing and structuring the Environment
- Structured communication systems – examples

Thursday – Coping with Challenging Behaviours – an introduction.

- What is challenging behaviour? – Different forms of challenge.
- Our responses to challenging behaviour
- Analysing the reasons behind behaviours – triggers and techniques
- Rituals and Obsessions – distract and divert techniques
- Can't or Won't – Putting context to behaviour
- Prevention & Introduction to Social Stories
- Identifying and Managing Risk – recording.

Friday – Case Studies & Reflections

Going forward – Practical guide to Positive understanding and Approaches

Practical session, Case studies – Identify Behaviours and develop Positive interventions.

Practical session – Case studies – using resources provided, design and make structured approach tools to take away.

METHODOLOGY OF THE COURSE – ADDED VALUE

The course methodology will ensure the active involvement of the participants in all phases, that is, prior, during and after the delivery of the course. More specifically, upon confirmation that the course will take place, the participants will receive preparatory material (if needed), which will cover all important concepts to be presented during the delivery of the course. The participants will have the opportunity to exchange feedback with the organiser of the course, ShipCon, and the trainer as well as to request any clarification related to the content of the course.

The methodology of the training is based on a combination of three important elements:

- Provision of knowledge required (theory)
- Use of training tools, such as case studies, videos, games, animations & exercises (practice – hands on experience)
- Feedback/reflection (review)

During the delivery of the course, the participants will receive hard copy material, which will cover the content to be presented in all five (5) days of the seminar. The material will be presented in a form of Power Point (PPT) presentations, videos & animations. Moreover, the active involvement and hands on experience of the participants will be secured through various training tools, such as case studies, worksheets, scenarios & exercises. These training tools are necessary to ensure that the theoretical knowledge gained by the participants can be used in real life scenarios; an important aspect & added value for any training course.

At the final day of the course, the participants will have the opportunity to reflect on the information received and the experience gained in the specific field of study. Moreover, the participants and their institutions will be encouraged to be members of ShipCon 'Network of Excellence', an international hub and forum for entrepreneurs & innovators to exchange ideas, novel concepts/approaches & best practices in the area of environment and education.

BENEFITS TO PARTICIPANTS – SKILLS & COMPETENCES

The course is ideal for school principals, teachers of primary and secondary education, educational & clinical psychologists and parents who wish to gain in depth understanding of Autism and capability to identify the key characteristics associated with Autism Spectrum Disorder.

By the end of the course, delegates will have acquired capabilities to:

- Understand Autism and be able to comprehend the world from the point of view of the Autistic Individual
- Identify the key characteristics associated with Autism Spectrum Disorder.
- Learn to identify the causes behind behaviours
- Understand and Manage Behavioural risk assessment
- Learn positive and practical strategies for intervention and opportunities for inclusion

CERTIFICATIONS AWARDED

- Certificate of attendance & certificate of competence (skills & competences required – Europass CV)
- Europass mobility certificates – to be issued by the applicant's National Authority (NA)

Integrating minority, migrant & refugee children at European schools & society (Code: SC-IRIE)

Language: English

Type: Scheduled & on demand

SCHEDULED DATES – LOCATIONS – STATUS

LOCATION	DATES	STATUS
LIMASSOL – CYPRUS	23.01.2017 – 27.01.2017	CONFIRMED - RESERVE NOW
PRAGUE – CZECH REPUBLIC	22.05.2017 – 26.05.2017	CONFIRMED - RESERVE NOW
LIMASSOL – CYPRUS	10.07.2017 – 14.07.2017	CONFIRMED - RESERVE NOW
PALERMO – ITALY	21.08.2017 – 25.08.2017	CONFIRMED - RESERVE NOW
PRAGUE – CZECH REPUBLIC	20.11.2017 – 24.11.2017	UNDER CONFIRMATION – RESERVE NOW
LIMASSOL – CYPRUS	21.05.2018 – 25.05.2018	UNDER CONFIRMATION – RESERVE NOW
PALERMO – ITALY	23.07.2018 – 27.07.2018	UNDER CONFIRMATION – RESERVE NOW
BARCELONA - SPAIN	05.11.2018 – 09.11.2018	UNDER CONFIRMATION – RESERVE NOW

DESCRIPTION OF TRAINING CONTENT

According to the United Nations High Commissioner on Refugees (UNHCR), over 1 million asylum-seekers and migrants reached the European Union via the Mediterranean in 2015 alone; that is, nearly five times as many as in 2014. The UN's refugee agency estimates that 84 percent are from countries that, because of war or other circumstances, qualify them as refugees. This overwhelming refugee crisis poses many immediate challenges that should be addressed



at different levels within the European Union. And clearly one of the biggest challenges in the years to come is how the EU will manage to integrate the men, women and children who remain in Europe after the crises subside; this will be the real long-term test for EU policy makers and EU communities, in general. The integration of refugees and immigrants in Europe has seen a plethora of academic and policy prescriptions; this fact itself shows that there are few absolute answers to this challenge that EU will face in the years to come. It is worth noticing that international human rights law does not address explicitly the 'integration' issue and the rights to non-discrimination and equality appear to be the cornerstones for a successful integration policy. A recent study has concluded that ambitious integration policies do work, and those countries who embrace 'inclusive integration policies' tend to provide the best conditions for social cohesion, to the advantage of refugees and immigrants and the societies that host them. *'Integrating minority, migrant & refugee children at European schools & society'* is a course that offers the participants the opportunity to involve in discussions on the role of education in the overall effort to integrate refugees & immigrants in European societies. This is an essential course for all those involved in education, such as school principals/directors, teachers of formal and informal education, trainers, public employees responsible for educational policies, community leaders, social workers, NGO and civil organisation staff.

Main Aims

- Understand the concept of cultural awareness and how to deal with cultural differences
- In depth knowledge of best practices & policies at school for integrating minority, migrant & refugee children
- Understand the need for organisational adaptations at school environment
- How to develop and implement desegregation policies at school
- Comprehend the importance of national language acquisition for migrants & refugees
- Overview of best practices related to supplementary schooling in immigrant communities

Why SC-IRIE?

According to an independent report submitted to the European Commission (EC), migrant students are disadvantaged in terms of enrolment in type of school, duration of attending school, indicators of achievement, dropout rates, and types of school diploma attained. Nowadays, it is widely accepted that the degree to which migrant student achievement is related to socio-economic origin depends much on the specific national education system and context. It has been found that the educational attainment of migrant students is comparatively higher in countries with lower levels of economic inequality, high investments in child care and a well-developed system of preschool education. Moreover, investing in quality early childhood education and care is crucial, as it is at this stage that the foundations are laid for subsequent learning and achievements, and also because it is shown by research to contribute significantly to breaking the cycle of disadvantage. Undoubtedly, integration into the culture of the immigration country is a major function of schools in immigration countries. Therefore, the relative absence or distorted presentation of migrants in the school curriculum, in textbooks and in other materials and in school life, harms the self-image and self-esteem of minority group children and youth and negatively affects their chances of school success.



Quality of school research supports the hypothesis that schools of good general quality are also good for migrant children and their educational opportunities. Peers have a substantial influence on the achievement of migrant children, since minority children exposed to classmates with better performance and higher educational aspirations tend to increase their own. Moreover, various studies have also shown that low teachers' expectations towards minority students generally have a negative influence on their performance and that teachers of a migrant and minority background have a positive influence on migrant achievement in schools.

Discrimination is often a major factor affecting the achievement of migrant students. Research shows that denied support is the most significant form of discrimination in the education of migrant children.

Finally, it is widely accepted that although parent involvement is positively associated with achievement of children in school, immigrant parents generally do not seek contact with schools. Therefore, mentoring in different forms and by different actors can substantially improve school attainment.

Who to attend SC-IRIE?

The SC-IRIE course is ideal for:

- School principals & directors (primary & secondary)
- Teachers (primary & secondary)
- Educational Advisors
- Community leaders
- Community workers
- Social workers
- NGO's working with minority groups, migrants & refugees
- Civil organisation staff

PROGRAMME OF THE TRAINING ACTIVITIES (DAY BY DAY)

Monday – Understanding culture

- Welcome and introductions
- Introduction to cultural awareness
- Understanding culture
- Dealing with cultural differences
- Importance of intercultural communication

Tuesday – Policies and measures at schools

- The teacher-student relationship
- Organizational Adaptations
- The school and its environment
- Relations to parents and communities of migrants & refugees
- Desegregation policies and measures

Wednesday – Individual support of minority, migrant & refugee children

- Early childhood programmes for the support of general development
- Support for school achievement outside the school system
- Mentoring: actors & methods
- Supplementary schooling in immigrant communities

Thursday – Language & integration

- Relevance & importance of national language
- Individual conditions of national language acquisition
- Best practices and policies of national language acquisition across Europe

Friday – Diversity Policies & importance of integration

- Anti-discrimination laws
- Diversity Policies
- Affirmative Actions
- Importance of integration of migrant & refugee children in EU societies
- Conclusions & recommendations

METHODOLOGY OF THE COURSE – ADDED VALUE

The course methodology will ensure the active involvement of the participants in all phases, that is, prior, during and after the delivery of the course. More specifically, upon confirmation that the course will take place, the participants will receive preparatory material (if needed), which will cover all important concepts to be presented during the delivery of the course. The participants will have the opportunity to exchange feedback with the organiser of the course, ShipCon, and the trainer as well as to request any clarification related to the content of the course.

The methodology of the training is based on a combination of three important elements:

- Provision of knowledge required (theory)
- Use of training tools, such as case studies, videos, games, animations & exercises (practice – hands on experience)
- Feedback/reflection (review)

During the delivery of the course, the participants will receive hard copy material, which will cover the content to be presented in all five (5) days of the seminar. The material will be presented in a form of Power Point (PPT) presentations, videos & animations. Moreover, the active involvement and hands on experience of the participants will be secured through various training tools, such as case studies, worksheets, scenarios & exercises. These training tools are necessary to ensure that the theoretical knowledge gained by the participants can be used in real life scenarios; an important aspect & added value for any training course.

At the final day of the course, the participants will have the opportunity to reflect on the information received and the experience gained in the specific field of study. Moreover, the participants and their institutions will be encouraged to be members of ShipCon 'Network of Excellence', an international hub and forum for entrepreneurs & innovators to exchange ideas, novel concepts/approaches & best practices in the area of environment and education.

BENEFITS TO PARTICIPANTS – SKILLS & COMPETENCES

The course is ideal for school principals, teachers of primary and secondary education, social & NGO staff working with minority, migrant & refugee children and parents, wishing to gain in depth knowledge of the best practices and policies related to integration of these pupils at school environment as well as in their societies.

By the end of the course, delegates will have acquired capabilities to:

- Deal with cultural differences inside the classroom and make the most out of cultural diversity
- Embrace cultural diversity and best practices for integration
- Develop and implement desegregation policies
- Understand the importance of national language acquisition for integration of minority groups and migrants
- Implement best diversity policies and take affirmative actions

CERTIFICATIONS AWARDED

- Certificate of attendance & certificate of competence (skills & competences required – Europass CV)
- Europass mobility certificates – to be issued by the applicant's National Authority (NA)

Cross Cultural Issues in education: make the most out of diversity in the classroom (SC-CCIE)

Language: English

Type: on demand

DESCRIPTION OF TRAINING CONTENT

Multicultural classrooms have become the norm in many educational settings in Europe and this is largely due to changing immigration patterns caused by globalisation as well as regional conflicts in various parts in the world. Nowadays, teachers often find themselves teaching in a classroom with pupils coming from different cultural backgrounds. Therefore, today, more than ever, understanding the role that culture plays in the classroom is essential when it comes to effective and efficient teaching, learning and communicative interaction among pupils and their teachers. *'Cross Cultural Issues in Education: make the most out of diversity in the classroom'* is a masterclass course that examines the various issues related to cultural differences, such as conflicts, misinterpretations and/or miscommunications that may take place in the classroom with the aim not only to analyse them but to turn cultural diversity in the classroom into a positive integrating factor for all pupils. An excellent course for all educators, teachers of primary & secondary education, academic staff, trainers & school principals/directors in multi-cultural working environment.



For more information on this course, including training schedule, methodology & benefits to participants please contact us at info@shipcon.eu.com .

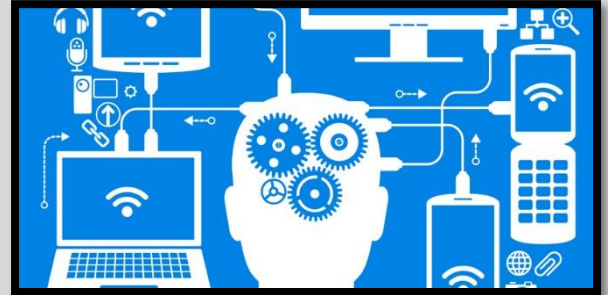
ICT skills for Educators (SC-ICTE)

Language: English

Type: on demand

DESCRIPTION OF TRAINING CONTENT

According to a recent study in OECD countries, students are more sophisticated in their use of technology than teachers; an inherent discrepancy between student knowledge and usage of ICTs with the abilities of teacher to use ICTs. This suggest that teacher inexperience and skill deficiencies may often be a fundamental factor which prevents the effectiveness of ICT use in education. The same study reveals that the most effective uses of ICT are those in which the teacher, aided by ICTs, may challenge understanding and thinking of pupils, and this can be done through whole-class discussions and/or individual/small group workshops using ICTs. Nowadays, it is widely accepted that the use of ICTs should not aim at completely transforming teacher practices in and of itself but rather enabling and supporting the move from traditional 'teacher-centric' teaching styles to more 'learner-centric' methods. In other words, making each one of the students active and fully engaged. The '*ICT skills for Educators*' course is designed to enable participants to improve their teaching practices with the use of specific ICT tools, such as smart boards, web conferencing and webinars, among others, thus, creating a 'learner-centric' classroom. This is an ideal course for all teachers, educators & trainers interested in continuing professional development (CPD).



For more information on this course, including training schedule, methodology & benefits to participants please contact us at info@shipcon.eu.com .

Problem Solving & Decision Making (Code: SC-PSDM)

Language: English

Type: on demand

DESCRIPTION OF TRAINING CONTENT

'Problem Solving & Decision Making' course is a masterclass course which presents the structure, process and the required tools with which someone can solve problems and take the appropriate decisions. The course gives emphasis to the fundamental element for effective problem and decision making: critical thinking. *Critical thinking* is the application of scientific methods and logical reasoning to problems and decisions and it is of fundamental importance in enabling people to avoid common mistakes, challenge our beliefs, assumptions and/or perceptions, evaluating alternative solutions and anticipating possible risks. This course will equip the participants with in depth knowledge in order to use analysis, synthesis and positive inquiry to address individual and organizational problems. Upon completion of this course, the participants will be able to identify a problem, conduct a root cause analysis of the problem and develop a set of criteria to evaluate different solutions for the same problem. Using case studies and situations, the participants will have the opportunity to explore successful models and proven methods on problem solving & decision making, that can prove to be valuable not only to their work and their organization but to their everyday life as well. This is a masterclass course taught by high-calibre trainers with vast experience in organizational processes.



For more information on this course, including training schedule, methodology & benefits to participants please contact us at info@shipcon.eu.com

Teamwork & Teambuilding: reach high & far (Code: SC-TEAM)

Language: English

Type: on demand

DESCRIPTION OF TRAINING CONTENT

Nowadays, it is widely accepted that a critical element of success for a team is the diversity of skills and personalities. This diversity can be harnessed in such a manner that team members can use their strengths in full but at the same time compensate for each other's weaknesses. Another critical element of team work success is that all team efforts are directed towards the same clear goals, the team goals. In this respect, team work success largely relies on good communication in the team and the harmony in member relationships. On the other hand, team building skills are critical for effective management and leadership. Team building skills are essential not only for those who are on a managerial and/or leadership role but for all employees, given that better understanding of team work can make an employee/team member more effective and efficient at professional level. The '*Teamwork & Teambuilding: reach high & far*' course will equip the participants with essential knowledge and tips on how they can become better team members, how they can get their team to work more effectively as well as how to lead a team into success. The course gives emphasis on the essential tips for creating member teams, such as fostering open communication, building trust, setting clear goals and harnessing/capitalizing on diversity. This is a masterclass course taught by high-calibre trainers and professionals with vast practical experience in working and building up international teams.



For more information on this course, including training schedule, methodology & benefits to participants please contact us at info@shipcon.eu.com .

Uprooting extremism & radicalization through education

(Code: SC- UERE)

Language: English

Type: on demand

DESCRIPTION OF TRAINING CONTENT

According to a report based on a Conference on Human Rights and Democracy in Action: Addressing Extremism & Radicalization through Education (Education for Democratic Citizenship and Human Rights – Council of Europe), in Europe today, despite efforts in the field of education, young people continue to be tempted by violent extreme ideologies. The report went on to conclude that ‘learning to live’ together has not been given sufficient priority; this, in turn, despite the freedom of movement and mobility offered within Europe, has led to an increase of monoculturalism-oriented behaviours, intense hate speeches even from public figures while the levels of intolerance remain at unacceptably high levels. Education is one of the most critical pillars with which Europe can address and uproot extremism and radicalisation, which can lead to divisions, destabilisation and societal polarisation. *‘Uprooting extremism & radicalisation through education’* is a masterclass course that not only addresses issues related to violent extremism and radicalisation but equips participants with approaches, guidance and materials developed in the framework of the Council of Europe, which unfortunately, they remain largely unknown to the key actors, including educators, in the EU member states. Moreover, the course equips participants with practical tools on how the educational system (schools, ministries of education) can strengthen its cooperation with families and communities, since the problem of extremism & radicalisation cannot be uprooted/tackled only through education. Equally important the course provides practical tools and ideas on how the youths, especially those at risk of social exclusion, can be actively involved and engaged when developing solutions to violent extremism and radicalisation. This is an essential course for all those involved in education, such as school principals/directors, teachers of formal and informal education, trainers, public employees responsible for educational policies (ministries of education), social workers, community leaders and parents.



For more information on this course, including training schedule, methodology & benefits to participants please contact us at info@shipcon.eu.com .



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a quality & accredited training provider of choice



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