



# Smart4Inclusion

Project number: 2019-1-UK01-KA204-062116

## TOT

18<sup>th</sup> – 22<sup>nd</sup> October 2021

Rome, IT

## AGENDA

Time	Day 1 - Monday 18 <sup>th</sup> October 2021	Organised by
09.30 - 09.45	Welcome	SANSAT
09.45 - 10.00	Participants introduction Ice-breaker for mutual acquaintance	SANSAT
10.00 - 10.30	Overview of Project	KWC
10.30 - 11.00	Overview of the TOT: ➤ Training Goals	ACDC
<b>11.00 - 11.30 Coffee Break</b>		
11.30 -12.15	<ul style="list-style-type: none"> <li>➤ Description of the vulnerable target group</li> <li>➤ The most important competences of the trainer,</li> <li>➤ The 21<sup>st</sup> century skills</li> <li>➤ The basic competences for employment (results of the survey)</li> <li>➤ The different modules who will be treated</li> </ul>	WEENER XL
12.15 - 12.30	<b>The various phases in the training</b> <ul style="list-style-type: none"> <li>➤ Profile of participants: how to select them (indicators and contra-indicators)</li> </ul>	ESPLAI
12.30 - 12.45	<ul style="list-style-type: none"> <li>➤ Intake</li> </ul>	SANSAT
12.45 - 13.15	<ul style="list-style-type: none"> <li>➤ Zero measurement and final measurement</li> <li>➤ Scheme plan (the lesson plan should be part of each module).</li> </ul>	KWC
<b>13.15 - 14.30 Lunch</b>		
14.30- 16.45	<b>Lesson Plan module 1 – Problem solving/critical thinking and Creativity</b> <ul style="list-style-type: none"> <li>➤ Ice breaker</li> <li>➤ Introduction</li> <li>➤ Practice ( included the Tiny Escape Room)</li> <li>➤ Evaluation and feedback</li> </ul>	WEENER XL
16.45 - 17.00	<b>Debriefing</b>	



<b>Day 2 - Tuesday 19<sup>th</sup> October 2021</b>		
<b>09.30 - 11.00</b>	<b>Lesson Plan module 2 - teamwork</b> ➤ Icebreaker ➤ Introduction ➤ Practice	<b>KWC</b>
<b>11.00 - 11.30 Coffee Break</b>		
<b>11.30 - 12.30</b>	<b>Lesson Plan module 2 – teamwork</b> ➤ Evaluation and feedback	<b>KWC</b>
<b>12.30 – 13.15</b>	<b>Virtual Reality and Simulation as support tool</b>	<b>WEENER XL</b>
<b>13.15 - 14.30 Lunch</b>		
<b>14.30 - 16.45</b>	<b>Lesson plan module 3 – communication</b> ➤ Icebreaker ➤ Introduction ➤ Practice ➤ Evaluation and feedback	<b>ACDC/FAGIC</b>
<b>16.45 - 17.00</b>	<b>Debriefing</b>	



<b>Day 3 - Wednesday 20<sup>th</sup> October 2021</b>		
<b>9.30 - 11.30</b>	<b>Lesson plan module 4 – Flexibility</b> ➤ Icebreaker ➤ Introduction ➤ Practice	<b>ESPLAI</b>
<b>11.00 - 11.30 Coffee Break</b>		
<b>11.30 -12.30</b>	<b>Lesson plan module 4 – Flexibility</b> ➤ Evaluation and feedback	<b>ESPLAI</b>
<b>12.30 -13.15</b>	<b>Visiting best practice *</b> <b>or</b> Intervision/discussion/feedback with all trainers about the lesson plans so far and the applicability to each target group and within the own organization	<b>WEENER XL</b>
<b>13.15 - 14.30 Lunch</b>		
<b>14.30 - 16.45</b>	<b>Visiting best practice *</b> <b>or</b> Intervision/discussion/feedback with all trainers about the lesson plans so far and the applicability to each target group and within the own organization	<b>SANSAT</b>
<b>16.45 - 17.00</b>	<b>Debriefing</b>	

To date, services cannot be visited because we still have a very strict anti-pandemic protocol established by the institutional bodies. If the protocol were to be changed, we would be happy to organise the visit.



<b>Day 4 – Thursday 21<sup>th</sup> October 2021</b>		
<b>9.30 - 11.30</b>	<b>Lesson plan module 5 – self- regulation</b> ➤ Icebreaker ➤ Introduction ➤ Practice	<b>ESPLAI/FAGIC</b>
<b>11.00 - 11.30 Coffee Break</b>		
<b>11.30 - 12.00</b>	<b>Lesson plan module 5 – self-regulation</b> evaluation and feedback	<b>ESPLAI/FAGIC</b>
<b>12.00 - 13.15</b>	<b>Video examples as support tool</b>	<b>WEENER XL</b>
<b>13.15 - 14.30 Lunch</b>		
<b>14.30 - 16.45</b>	<b>Lesson plan module 6 – Self-learning</b> ➤ Icebreaker ➤ Introduction ➤ Practice ➤ Evaluation and feedback	<b>SANSAT</b>
<b>16.45 - 17.00</b>	<b>Debriefing</b>	



<b>Day 5 - Friday 22<sup>nd</sup> October 2021</b>		
<b>09.30 - 11.00</b>	<b>Lesson plan Module 8 - Digital &amp; Information Skills</b> ➤ Icebreaker ➤ Introduction ➤ Practice	<b>ACDC</b>
<b>11.00-11.30 Coffee Break</b>		
<b>11.30 - 12.30</b>	<b>Lesson plan Module 8 - Digital &amp; Information Skills</b> ➤ Evaluation and feedback	<b>ACDC</b>
<b>12.30 - 13.15</b>	<b>E-learning Training of trainers / on-line demo</b>	<b>ACDC</b>
<b>13.15 – 14.30 Lunch</b>		
<b>14.30 - 15.15</b>	<b>Online assessment tool to evaluate the vulnerable groups basic competences for employment to be used by mentors/trainers</b>	<b>ACDC</b>
<b>15.15 - 15.30</b>	<b>Small Break</b>	
<b>15.30 - 16.00</b>	<b>TOT End Evaluation &amp; Conclusion</b>	<b>SANSAT KWC</b>