Introduction to Computer Skills for Seniors

Course Design Project
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EME605 Introduction to Distance Learning
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1. Course Introduction

The following instructional plan is designed for seniors living in assisted living communities. Even though these places encourage social contact with family, a greater contact with the world outside can be brought by this project, providing them with an increased emotional and intellectual well-being. Based on this assumption, we intend to offer a hybrid course with face to face and online instruction, to help them become independent and computer proficient to access the internet and to use tools such as Google, YouTube, and Skype. The internet allows them to discover the world outside and it is essential that the seniors continue to find exciting stories, places, and people or even talk to distant friends. There is no required textbook for this course. All reading and video materials will be available in the LMS. Also, a printed manual with all important information from the first class will be available to the learners. It will help them to review information anytime they need it. It is hard to remember a process step by step for any of us, especially if we are new on the subject. Documentation is key. It is also important to highlight that when working with seniors, it is necessary to focus on just one or two benefits in each class. For example, when teaching YouTube class the instructor will focus on how to search for videos and the necessary settings. Instructors will not spend time on how to download or share videos.

2. Course Content and Objectives

Course Content:

- ❑ Overview.
- ❑ Module 1: Basics and email account creation.
- ❑ **Module 2: Skype lesson.**
- ❑ Module 3: YouTube and Internet Safety lessons.

Upon the completion of this course, the learner will be able to:

- ❑ Turn the computer on and off properly;
- ❑ Use a browser, like Internet Explorer, Google Chrome, etc.;
- ❑ Create an email account;
- ❑ Create a Skype account;
- ❑ Search and watch YouTube videos;

- ❑ Demonstrate knowledge of Internet Safety.

3. Learning Objectives for Module 2: Skype Lesson

- ❑ The learner will search for Skype on the website.
- ❑ The learner will download it to the computer.
- ❑ The learner will create a Skype account.
- ❑ The learner will find and add friends.
- ❑ The learner will do their first video call.
- ❑ The learner will Skype with family and the instructor.
- ❑ The learner will participate in a Skype conference to play a Jeopardy game.

4. Materials used in the Module 2 instruction

- ❑ Internet connection.
- ❑ Laptops, computer desktops or tablets.

- Technological resources: Powtoon video, Teachable Quiz and Jeopardy game.

- Supporting Material: Printed manual.

5. Lesson Module 2:
Skype Lesson

Room settings:

There is no specific requirement for room setting in this part of the instruction. In the case there is no designated computer room, learners can choose a place where they feel most comfortable to focus on the online lesson, as long as they have a computer or laptop and good internet connection.

Informing goals to the learners:

In the introduction of Module 2, the learner will read the following announcement:

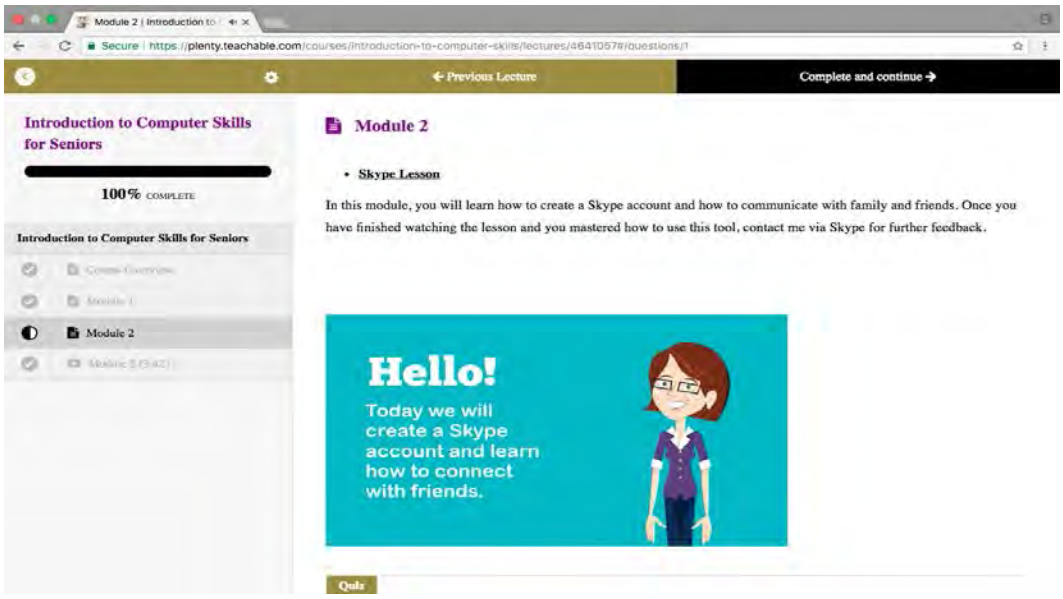
“Now that we have met face to face, it is time to start the online lesson by yourself. We learned the basics of how to turn on a computer and how to access the internet. We all have also created an email account. We did very well in our first meeting, and now it is time to practice and learn new things. Don’t forget that you will have the printed manual to help you throughout this lesson."

“In this Module, we will learn how to search for skype.com, create your Skype account, make a video call, answer a quiz and participate in Skype conference to play a Jeopardy game. The quiz and the Jeopardy game will be a fun part to check what you have learned so far. Enjoy each moment and do not feel frustrated if you find it difficult. It is part of the process. The more you practice, the easier it becomes. Let's start!"

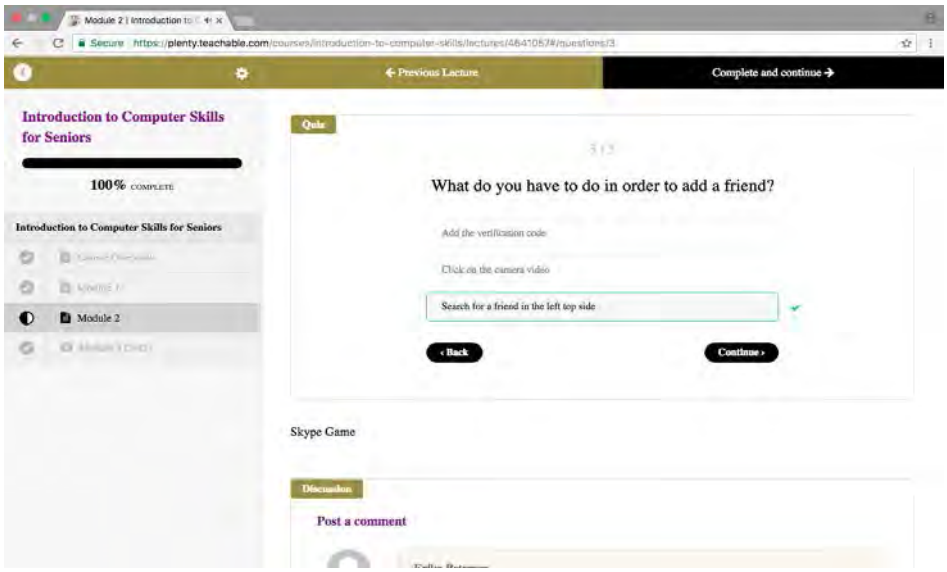
5.1. Skype Lesson Procedure

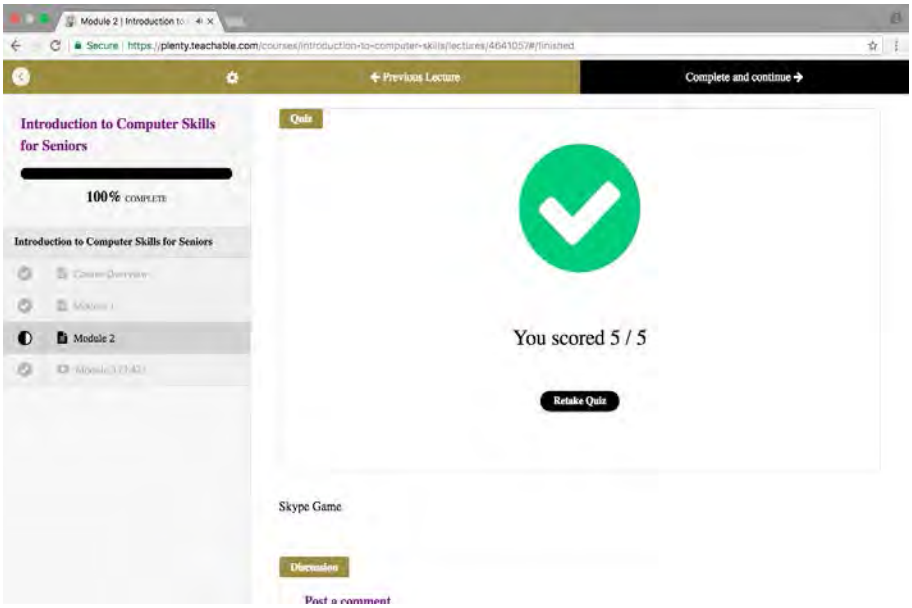
This class will be divided into three parts: Powtoon Skype tutorial, Teachable quiz, and Jeopardy game.

In the first part, learners will watch a Powtoon Skype tutorial, created by the instructional designers. The video is detailed, showing how to search for, access and create a Skype account. They will also learn how to search for friends and add them to their contact list. Making a video call to their instructor will be the final activity proposed in this part of the instruction. The objective of this part is to make sure the learner can contact the instructor by Skype with autonomy.

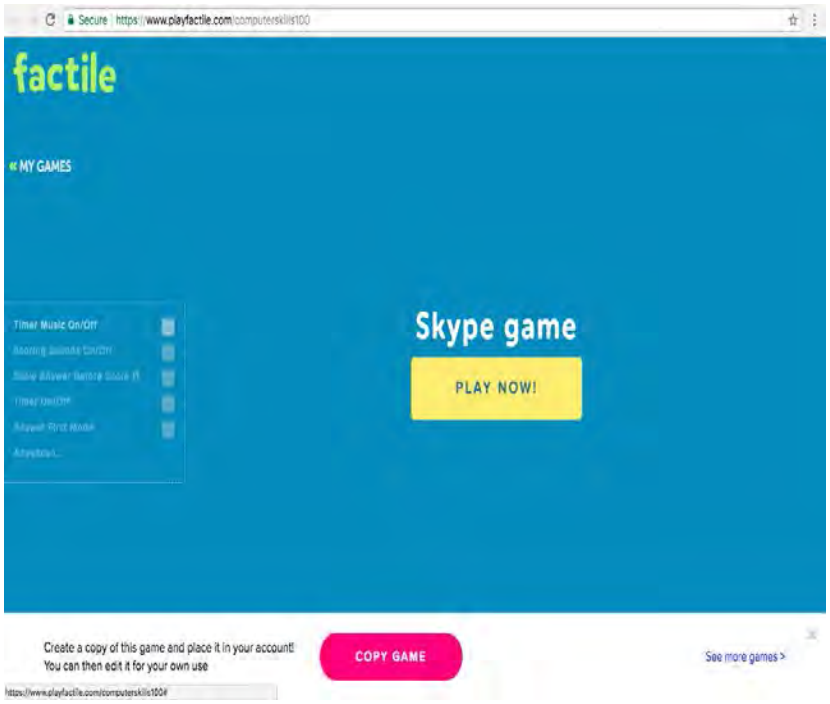


In the second part, after Skyping with the instructor, the learner will answer a quiz. At the end of this activity, the learners will answer a few questions created in the Teachable. This activity has two purposes: one being to review the content and another being to evaluate their knowledge at the end (assessment).





The last part will be a synchronous activity. The instructor will schedule a Skype conference with all the learners and they will play a Jeopardy game. The instructor will be responsible for connecting the learners. The learners will only need to keep their Skype screen on. They will receive a Skype invitation and will have to accept it.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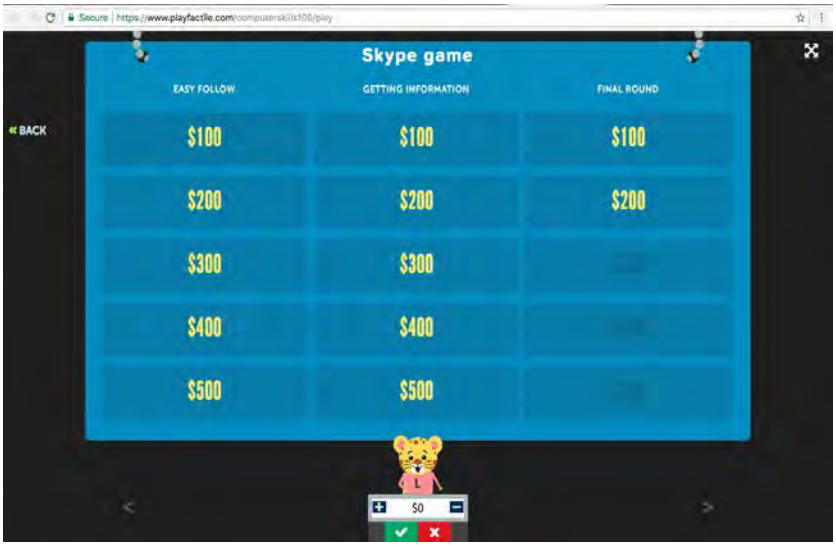
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6. Assessment Criteria:

The course was developed for seniors and for this reason it has no grade purposes. However, they will take a quiz and participate in a fun Jeopardy Game. These two activities will provide the opportunity to check what they have learned so far, also keeping them engaged and motivated to complete the instruction.

In case the learner does not achieve a good amount of right answers, retaking the course could be an excellent option to develop a better understanding. Seniors have a different pace to learn, which was one of our focuses during the planning of this instruction.

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