

**20 – 23 march 2013,  
Târgu – Jiu, România**

# **METHODS AND GOOD PRACTICES OF ICT TRAINING FOR 50 + PEOPLE, APPLIED BY ASSOCIATION OF "LIFELONG EDUCATION"**

**Material developed in collaboration with:**

- **AJOFM Gorj of România**
- **IZGLĪTĪBAS INOVĀCIJU PĀRNESES CENTRS of Jeglava in Latvia**

**Presentation**

**POPEȘCU HENRIETA LUIZA**



Lifelong Learning Programme



Education and Culture DG

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## **1. The presentation of ASSOCIATION OF “LIFELONG EDUCATION”**

**ASSOCIATION OF “LIFELONG EDUCATION”  
(AELIV) from Gorj County (South West Oltenia  
Region) is a non-profit association, incorporated  
for solving some social problems, by promoting  
educational programs for adults (*Act establishing  
nr.7307/16.11.2005, Certificate / the non-profit  
legal person nr.25/30.12.2005, CIF: 18293663*).**

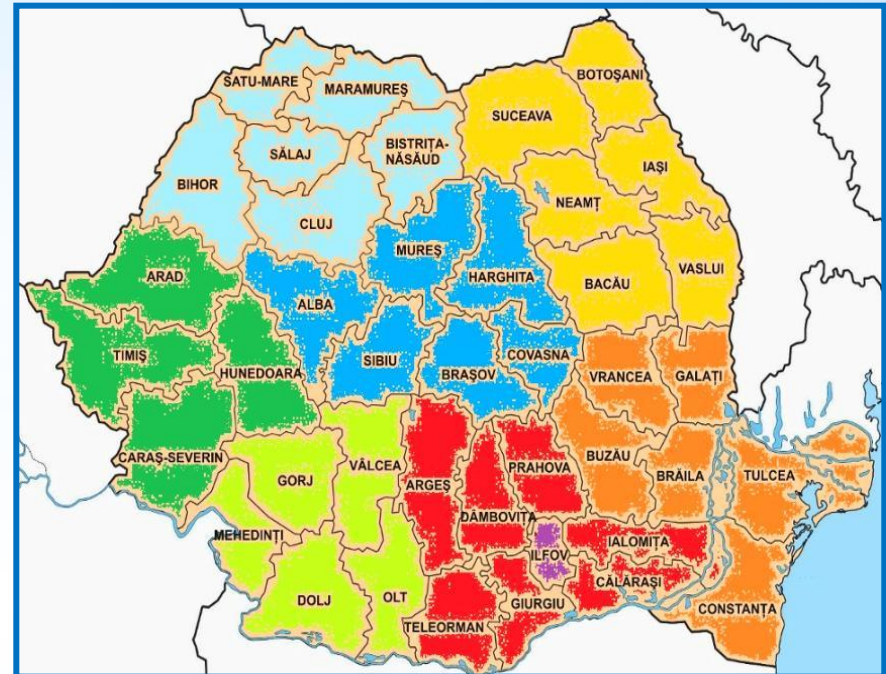
**The members of the association work as  
volunteers, they are NCAVT (CNFPA) and MEN  
certified as adults’ trainers.**





## **2. The reason of constitution ASSOCIATION OF “LIFELONG EDUCATION”**

**Since establishment (2005), ASSOCIATION OF “LIFELONG EDUCATION” has promoted the policy of economic and social cohesion of the European Union, respectively of the South - West Oltenia Region, in the major areas of regulation *"education and training professional"* and *"social inclusion and equality of opportunity"* in the context of the South - West Oltenia Region:**



**OIR POSDRU SUD-VEST OLTENIA**  
Organismul Intermediar pentru Programul  
Operational Sectorial Dezvoltarea Resurselor  
Umane Regiunea Sud -Vest Oltenia

## **I. The statistical datas of population**

- **decline in population from 2451500 in 1999 to 2317636 in 2044 (- 5.46%);**
- **decline of active population from 1162 000 in 2002 to 1,123,000 in 2004 (-3.36%);**
- **decreased of employed population, from 1083000 in 2002 to 1039000 in 2004 (4.07%);**
- **continued downward trend in of employment rate from 6.8 in 2002 to 7.28 in 2004;**
- **in the period 1992 - 2002 the share of loss of jobs is 21.94% compared to the national level;**
- **the aging proportion of population is 16.5%.**

## **II. Opportunities offered by the labor market:**

- **occupations in the areas of: construction (20.1%), transport, post and telecommunications (14.5%), hotels and restaurants (13.9%).**

### 3. The roadmap "2005 - 2013" of the ASSOCIATION OF "LIFELONG EDUCATION"

**3.a.** Since *2009* the activities of ASSOCIATION OF "LIFELONG EDUCATION" have focused on:

- the providing consultancy SMEs in order thereof accreditation as providers of professional training - (re)qualification;





- **accreditation and development of (re)qualification programmes in partnership with businesses (for practical training) for the occupations: manufacturer of aluminum joinery and plastic (COR – 7134.2.3.) mounter plasterboard walls and ceilings (COR- 7124.2.2.), the mechanical locksmith (COR – 7214.2.3.).**

**To establish the occupations for (re)qualification, were taken in account: the informations supplied of AJOFM Gorj and PRAI South - West Oltenia Region / 2007 to 2013 and the results of of evaluations relating human and material resources of ASSOCIATION OF "LIFELONG EDUCATION". In all programs (re)qualification, *the informatics modules* were taught by trainers of ASSOCIATION OF 'LIFELONG EDUCATION ".**

**All of OS contain in the list of key competencies and "computer skills" !**



- Since **2006** the **ASSOCIATION OF 'LIFELONG EDUCATION** "in partnership with **CEA Florida** and **Technical College No.2** were conducted the course of (re)qualification in IT "**Operator introduction, validation and the datas processing**" (**COR - 4113.2.1**). Between **2006 - 2012**, **307** persons have graduated this the training program, of which **206 (67.10%)** were women.



**20 – 23 march 2013,  
Târgu – Jiu, România**





Lifelong Learning Programme

20 – 23 march 2013,  
Târgu – Jiu, România



**3.b.** In the period **2009 - 2011**, ASSOCIATION OF 'LIFELONG EDUCATION" has participated as a partner in two POSDRU projects, the coordinator was the Technical College NO. 2

- In the project **"School after school for children remained at home" - ID 11763**

**(Agreement partnership no. 487/18.02.2009, Contract HRD / 23/2.2/G/11763)**, ASSOCIATION OF 'LIFELONG EDUCATION"

has organized and has conducted of the A.11 subtask / "Preparing to looking for a job" that promotes **the internet use** ( communication, information sources, drafting and sending e-portofolio, etc);

- In the project **"Practice stages - an investment for the Future" - ID 22923**, **(Partnership Agreement no.**

**1336/28.04.2010, Contract HRD / 22/2.1/G/22923)**,

ASSOCIATION OF 'LIFELONG EDUCATION" has participated in publishing and posting **in the informal space of the online the journal "112 ... Nature"**.

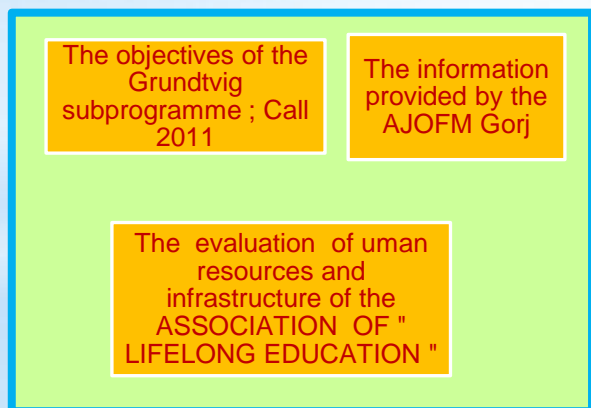
### **3.c. Starting with 2010, ASSOCIATION OF 'LIFELONG EDUCATION "** has started to participate to programs by

#### **Lifelong Learning:**

- participation in Grundtvig training courses (4 scholarships Grundvig);
- the implementation of project **Active Aging With Knowledge and Experience / Awake** (01.08.2011 - 31.07.2013) as partner (**contract No. 98 / 26.07.2011**);
- external evaluation of the project **"Capacity Building for the nrps of the European Quality in Vocational Education and Training Network: Promoting Quality**, Project no. 191183-LLP-1-2010-1-RO-LEONARDO-EQAVET (**the announcement ARACIP no. 2682/04.10.2102 , the website <http://www.aracip.edu.ro>**).

## 4. The Awake project is an opportunity **for initiation in IT of adults 50 +**

For establishing the results and the activities of the Association of "Lifelong Education" in the project *Aging With Active Knowledge and Experience* was applied the next logical scheme.






By Awake project: we will expand its education action zone for people 50+; we will enhance cooperation with the local community to solve the problems of education and retraining of adults 50 +; we will ensure a transfer of information and practices between local communities in different EU countries ; we will improve adult 50+ empowerment tools for informal or non-formal education for by using experience of AWAKE partners and we will see how our partners solves a series of problems conected with 50+ adults training. One the other hand we will support our partners with solutions for ICT training of 50+ people. We provide 50+ adults a non-formal learning program associated with support course consists of Asculțați Cititți fonetic 3 modules, based on: internet communication, accessing a database, the administrative (expense, online payments). We will promote adult-centered learning.



## **5. Strategy of the ASSOCIATION OF „LIFELONG EDUCATION” for implementation of the initiation in IT programme for adults 50+**

- **in November to December / 2011**
- **has been elaborated and has been applied a questionnaire to identify the educational needs of adults;**
- **questionnaire has been applied to 20 adults 50 +;**
- **who have agreed to participate to course IT initiation;**
- **17 Adult 50 + (85%) had no knowledge of computer use.**

- **in January - February / 2012** has been developed and has been applied a questionnaire to identify learning styles of adults 50 + and the opportunity of applying the method **"adult-centered learning"**, adapting the concept of **"student-centered learning"** to **"adult-centered learning"**; 23 adults 50 + were interviewed:
  - 21 adults 50 + (91.30%) want to learn with visual materials;
  - 22 adults 50 + (100.00%) attaches importance of the practical activities;
  - 23 adults 50 + (100.00%) want to learn in a team;
  - 7 adults 50 + (30.43%) admit that they need help the trainer.

### SATISFACTION QUESTIONNAIRE

In the period 22 to 25 / 05 2012 you have participated in course IT Induction, of the project Active Aging With Knowledge and Experience / Awake developed by program Grundtvig - Learning Partnerships / Call 2011.

Regarding the course to which you have participated, please respond to the following questions, by check agreed to the response.

1. Course IT Induction, to which you have participated, presented the interest to you?  
Check the response agreed

Yes	Partially	Not
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2. How do you evaluate you the conditions where was held course of in IT initiation?  
Check the response agreed

Very good	Good	Satisfactory	Unsatisfactory
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3. During the course, you have used sheets of learning?  
Check the response agreed

All times	Occasionally	The alerting trainer	Not
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4. Regarding content of sheets of learning as to appreciate?  
Check the response agreed

- Have offered sufficient information for communicate the internet? Yes or Not
- Have offered sufficient information for to access a the internet databases? Yes or Not
- Have provided sufficient information for reaching administrative family problems? Yes or Not
- The time provided learning activities has been sufficiently? Yes or Not
- Practical applications have contributed to resolving learning tasks? Yes or Not

5. What you do with sheets of learning?  
Check the response agreed

- Them to preserve for to use, when I forget certain information.
- Them to preserve for help and other persons wanting to initiate in IT
- I give them a person who they require.
- I do not know
- They do not preserve

6. How you participate the learning activity?  
Check the response agreed

- Individual
- In the team of 2-3 people
- In the team of 3 people

7. During the of the course, the trainer has communicated with you, replied to demands you?  
Check the response agreed

Yes	Partially	Not
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Asociația - Educația de a lungul întregii vieți  
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### QUESTIONNAIRE

#### IDENTIFICATION OF NEEDS ADULT EDUCATION

By the project Active Aging With Knowledge and Experience / Awake, which takes place between 01.08.2011 - 31.07.2012 by Grundtvig - Learning Partnerships / Call 2011, you are given to participate to a free course of IT initiation.

The course is formed of 3 modules: education in internet communication / initiation in search a database via internet / use internet in solving problems administrative personal.

For identify your needs learning in IT, please to answer the following questions by check the responses are responses agreed of you

1. Currently, you have status:

Employees	Personer	Unemployed
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2. What studies have you:

Higher	Post high school	High school	School professional	Secondary
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3. You have home computer connected to the Internet?  
Yes / Not

4. You have knowledge in use computer?  
Yes / Reduced / Not

5. You have family members / friends in abroad?  
Yes / Not

6. How communicate with family members and friends?  
Internet / Phone / Post / Courier / Not




7. Have your email address?  
Yes / Not

8. Where of countries listed below have you family members and friends?  
Italy / Spain / Lithuania / Latvia

9. You know to find a information through the Internet?  
Yes / Not

10. You have paid an invoice by internet

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### QUESTIONNAIRE

#### IDENTIFICATION OF LEARNING STYLE

Project Active Aging With Knowledge and Experience / AWAKE, that conducted between 01.08.2011 - 31.07.2012 through Grundtvig - Learning Partnerships / Call 2011, provides adults 50 + opportunity to participate a free course IT initiation.

For to organize and carry out, in optimal conditions, a course IT initiation for adults 50 + please to answer following questions by checking your responses agreed.

1. You participated the application / questionnaire completion from november to december 2012?  
Check the response agreed

- Yes
- Not

2.1. In the case where you participated to application / completion questionnaire from november to december 2012, longer desire be participata to initiation course in IT  
Check the response agreed

- Yes
- Not

2.2. In the case you have not participated in the application / the questionnaire from november to december 2012, please indicate your social status?  
Check the response agreed

2.2.a. Education

- Higher
- Post-secondary
- Secondary
- Professional
- Cyrnesium

2.2.b. Occupation:

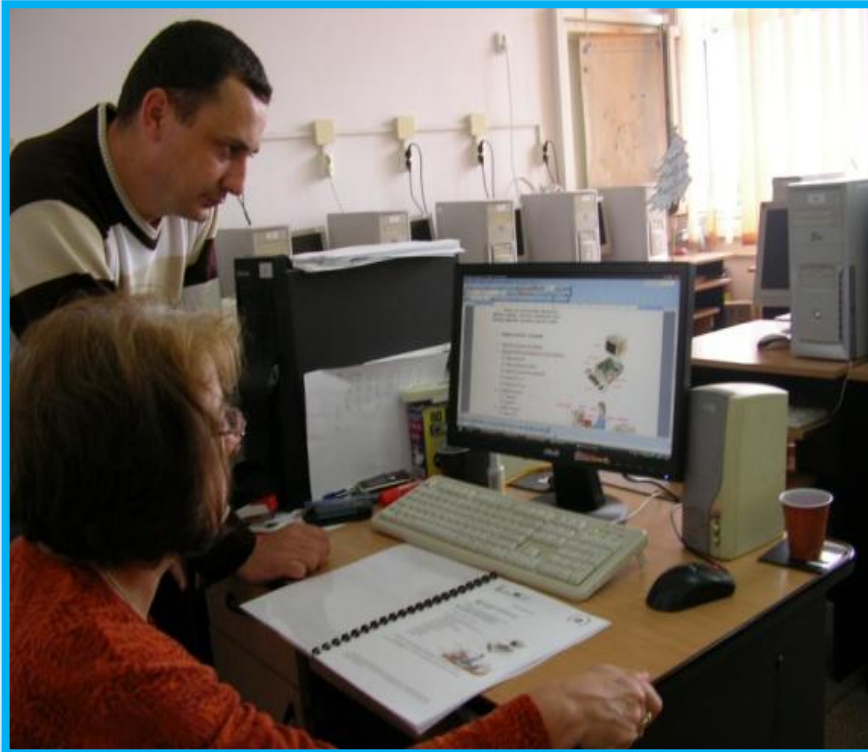
- Own business
  - the economy
  - in agriculture
  - in service
- Employee
  - budget
  - private environment

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• **in March - April / 2012:**

- has been established the structure of course in IT initiation for adults 50 +;
- has been established content of 3 modules, each module is centered on a unit of competence (module 1 (4 hours) ***"Training in communication over the Internet;*** module 2 (4 hours ) ***"Initiation in search a database using the internet"***; module 3 (4 hours ) ***"Internet use in solving personal administrative problems "***; (1 hour) ***evaluation;*** application of ***the questionnaire of satisfaction;***
- the course has been structured in 8 learning units ;
- for each learning unit has been elaborated a sheet of learning (each sheet contains one or two practical applications)





- **In the interval 01-15 / May 2012 has been elaborated a satisfaction questionnaire that was applied on 25.05.2012, from 9 adults 50 + who have participated to course IT initiation;**

- **In the interval 22-25 / May 2012 has held an educational *program to initiate in IT adults 50+, in non-formal system*, program has operated in the computer lab (25 computers connected to Internet) College "Michael the Brave" Bumbesti – Jiu, city Bumbesti – Jiu, the county of Gorj, in the Partnership Agreement nr.867/79 of 10.05.2012;**

- 9 (new) adult 50 + have participated to course IT initiation between 22 to 25 / may 2012; they have promoted final evaluation test;
- it has been adapted method "student-centered learning" to method "adult-centered learning";
- educational activity was provided of two trainers, they worked as volunteers (a trainer is adult 50 +), Moianu Mădălin (ASSOCIATION OF „LIFELONG EDUCATION”) and Lupulescu Dorel (College" Michael the Brave "Bumbesti - Jiu); they will work as volunteers.

**Order for a large number of adults 50 + to benefit from course IT of initiation in, it was established that IT the educational program of initiation in IT will continue in informal system.**



**• In the period October - November / 2012:**

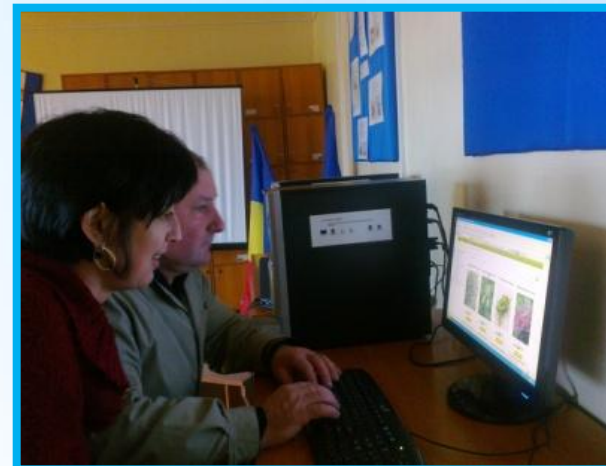
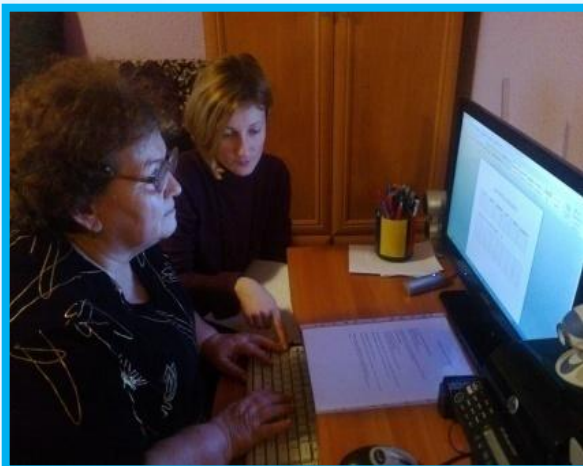
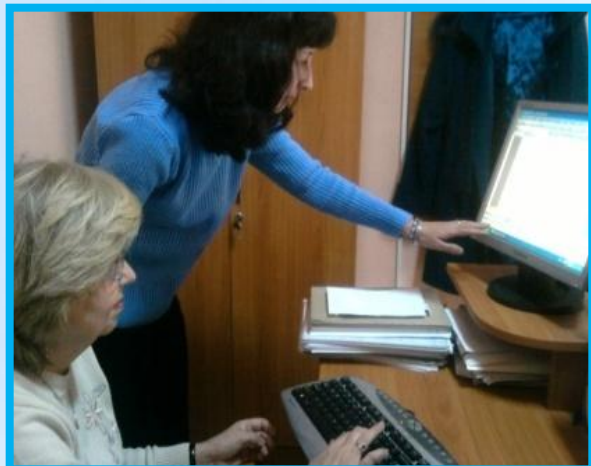
- have been identified, they were informed and counseled 15 volunteers for the educational program in IT
  - in the system initiation informal for adults 50 +;
  - 12 agreements of voluntary were signed  
(119/20.08.2012; 134/10.10.2012; 135/10.10.2012;  
136/10.10.2012; 139/12.10.2012; 140/12.10.2012;  
144/14.10.2012; 145/14.10.2012;  
146/14.10.2012; 147/14.10.2012;  
148/14.10.2012; 150/22.10.2012; 151/22.10.2012;  
152/22.10.2012; 166/29.10.2012 );
  - all volunteers have skills in IT;
- were printed 60 sets of fiches learning; activity was supported by the Technical College nr. 2 of Tg – Jiu, in **the Partnership Agreement nr.137 /11.10.2012;**



**20 – 23 march 2013,  
Târgu – Jiu, România**

- **In the period November-December / 2012** has developed ***the IT program initiation, in the informal system*** for adults 50 +, 44 adults have benefited from the program; they have promoted final evaluation test; the activities were conducted at the residence or domicile trainers beneficiarilor or in the Technical College no. 2 of Tg - Jiu (for employees);
- **In January - February / 2013** has been developed ***the course support for initiation in IT for adults 50+,*** in the project language (English) and has been given for multiplication
- **In the period February-March / 2013** was achieved ***the final evaluation of program of initiation in IT*** for adults 50 + and was elaborated the final report of the activity (13/10.02.2013).

**20 – 23 march 2013,  
Târgu – Jiu, România**



## 6. The measurable results obtained following **the implementation the educational program of initiation in IT for adults 50 +**

I. Were developed and applied three types of questionnaires, to identify :

- educational needs of adults 50 +;
- predominant learning styles of adults 50 + and need to use the method **"adult-centered learning"**;
- importance of learning sheets for adults 50 + in the non-formal and informal education system;
- need to use the learning sheets to writing and editing support course IT initiation of adults 50 +.





**II. Has been developed and multiplied *the course support of initiation in IT for adults 50 +*, which contains 3 modules (50 exemplary);**

- each module was centered on a unit of competency;
- the modules were structured in learning units;

**III. Have been developed and multiplied *60 sets of sheets of learning (for initiating in IT of the adults 50 +)*;**

- for each learning unit was achieved a sheet of learning;
- each sheet of learning contain minimum a practical application.



## AGING WITH ACTIVE KNOWLEDGE AND EXPERIENCE (AWAKE) 01.08.2011 – 31.07.2013

AWAKE project is funded by the European Commission and the National Agency for Community Programmes in Education and Vocational Training of the Ministry of Education, Youth and Sports, through the "Lifelong Learning" action "Partnerships for Learning - Grundtvig", project number: 2011 - 1 - PL1 - GRU06 - 19902 5

**Target group:** Adults 50 +





**Objectives:**

- Promote idea of learning/lifelong learning among the elderly;
- Improve methods training and activation of adults 50 +;
- Expanding the volume of knowledge for solving educational needs and expectations of older people;
- Improved methods and arrangements management organizations providing lifelong learning;
- Expanding area educational action partner organizations;
- Exchange of experience between local communities on education adults 50 +;
- Better understanding partner countries and their culture.

**Activities:**

- Workshops;
- Mobility and exchange of best practices;
- Seminars / conferences / workshops with specific thematic education for adults 50 +;
- Identification polls educational needs of adults 50 +;
- Organising and conducting courses for adults 50 +;
- Transfer experience through Web pages, e-mail and video conferencing;
- Self-assessment in the partnership;
- Processing of results (surveys / questionnaires, progress reports) and research report writing;
- Organizing international seminar, where synthesis will be project;
- Dissemination of project results and examples of good practice.

This project has been funded with support from the European Commission. This document reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein.










## AGING WITH ACTIVE KNOWLEDGE AND EXPERIENCE (AWAKE) 01.08.2011 – 31.07.2013


*Awake project is funded by the European Commission and the National Agency For Community Programmes in Education and Vocational Training of the Ministry of Education, Youth and Sports, through the "Lifelong Learning" action "Partnerships for Learning - Grundtvig", project number : 2011 - 1 - PL1 - GRU06 - 19902 5*

### LEARNING SHEETS / FIȘE DE ÎNVĂȚARE

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## MĂDĂLIN MOIANU POPESCU DAMIAN



EDITURA ACADEMICA BRÂNCUȘI  
TÂRGU JIU, 2013

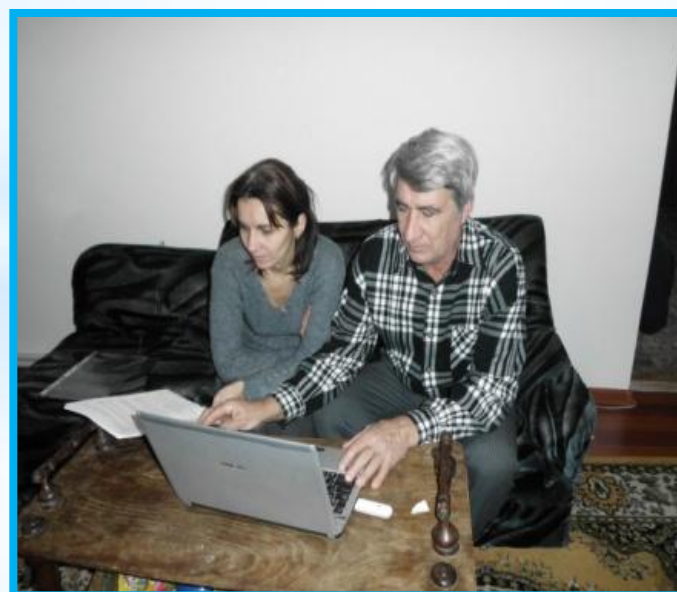
**IV. 53 adults 50 + have participated in a initiation training program in IT, of which 9 in non-formal system and 44 in system informal ; all have passed the final assessment test;**

**V. Was established a group of 15 volunteers / trainers and was developed the intergenerational cooperation (4 trainers were adults 50 +).**

**VI. Was developed and multiplied the flyer of promote the Awake project (100 exemplary );**

**VII. It has been adapted method "student-centered learning" to method "adult-centered learning".**

**20 – 23 march 2013,  
Târgu – Jiu, România**



## **7. ABBREVIATIONS**

**COR** - Classification of Occupations in Romania

**MEN** - Ministry of National Education

**MMFPPV** - Ministry of Labour, Family and Elderly Protection

**AJOFM Gorj** - County Agency for Labour Force Employment in Florida

**A.11.** - Activity 11

**SO** - Occupational Standards





**20 – 23 march 2013,  
Târgu – Jiu, România**



**THANK YOU !**