

## EDUCATIONAL TOOLKIT: 10 INSTRUMENTS FOR EFFECTIVE TEACHING (IN SCHOOL AND IN ADULT EDUCATION)

### 1. Presentation

Being a teacher or an adult trainer is not just a "passage of information", is something deeper and related to the group we have in front.

That's why a Trainer and a teacher has to adapt the knowledge thinking about characteristics the participants and students have.

This course gives the opportunity to analyse ten instruments, ten key words to create one Educational Kit for an effective training.

### 2. Programme

**Arrival:** on Sunday

#### 1° DAY (Monday)

Registration of participants

- o Course "Educational toolkit: 10 instruments for effective teaching (in school and in adult education)"
- o Progetto Crescere Presentation: a Social Cooperative and a model for inclusion

THEORETICAL AND PRACTICAL EXPERIENCES:

- o 1<sup>st</sup> instrument: MEETING
- o 2<sup>nd</sup> instrument: AWARENESS
- o 3<sup>rd</sup> instrument: KNOWLEDGE

#### 2° DAY

THEORETICAL AND PRACTICAL EXPERIENCES:

- o 4<sup>th</sup> instrument: LISTENING
- o 5<sup>th</sup> instrument: PARTICIPATION

#### 3° DAY

THEORETICAL AND PRACTICAL EXPERIENCES:

- o 6<sup>th</sup> instrument: COOPERATION
- o 7<sup>th</sup> instrument: RESPECT

#### 4° DAY

THEORETICAL AND PRACTICAL EXPERIENCES:

- o 8<sup>th</sup> instrument: RULES
- o 9<sup>th</sup> instrument: COMMUNICATION

## 5° DAY

- o 10<sup>th</sup> step: EVALUATION
- o General reflections: opportunity to exchange experiences.
- o Dissemination plan

**Departure:** on Saturday

### 3. Objectives

To increase professional competences and social skills of participants involved in training and education  
*In particular:*

- o To learn basis of training techniques and methodologies in an active way
- o To involve participants in training courses
- o To prevent and deal diseases and difficulties between participants in a group
- o To understand the importance of the work in group
- o To know how to create settings
- o To use observer and mediator techniques

### 4. Target

Teachers (pre-school, primary, secondary, vocational, adult, special needs), teacher trainers, careers officers, educational guides and counsellors, head teachers / principals / managers of schools / organizations offering adult education, HRM professionals, social workers, educators

### 5. Methodology

The course creates, thanks to simulations, a group of discussion and work.

- the active way, laboratories and simulations, used during the workshop are an example of activities useful for people without a specific cultural and social background; the aim is to increase participants' social and communicative skills useful for life and for work in every kind of contexts.
- the learning informal way, used during the course, permits to all participants to take part to the course. The possibility to have a comparison among people is one of the most important strategy to create new ways to communicate.
- the course is based on interactive methodology and not on a frontal lesson. Participants learn by doing and this methodology can be transfer in other European contexts of learning and training and also in daily life. The group, during the course, becomes a simulated social group, similar to groups we meet in our life and in our group of work.
- the methodology used during the course (simulation) is an example of good innovative practice which can be transferred from the contest of the workshop to other educational contexts.

### 6. Arrangements

Sede legale Via Kennedy, 17, 42124 Reggio Emilia [www.progettocrescere.re.it](http://www.progettocrescere.re.it)  
P. IVA 02603430352 REA RE-296935  
Presidente: Patrizia Fantuzzi

### The course

The course is organized in PROGETTO CRESCERE's meeting room (Via Kennedy, 17 – Reggio Emilia), easily reachable on foot or using public transports.

DISTANCE FROM PROGETTO CRESCERE TO THE CITY CENTRE: 1,1 km (13 minutes walking; 15 minutes by bus).

### Transports

Public transport and taxis provide fast connection from and to the city centre.

### Hotel

Reggio Emilia offers different possibilities. You can consult all opportunities here:

<http://turismo.comune.re.it/en/hotels-and-restaurants/where-to-stay>

We will be pleased to help you, in case of need.

## 7. When to apply?

Organizations are invited to submit applications on-line to the National Agency following the **deadline of the year**.

For further information about it, please **check Erasmus+ Official Website**:

[http://ec.europa.eu/programmes/erasmus-plus/index\\_en.htm](http://ec.europa.eu/programmes/erasmus-plus/index_en.htm)

## 8. Costs

**450,00 €** per participant for course fee and organizational costs.

### WHAT IS EXCLUDED FROM THE COURSE FEE

- Accommodation and meals
- Travel costs from Your country to Italy
- Transports from and to the airport at home and in Italy
- Transports from the airport to the hotel and back
- Extras in general

### TYPE OF CERTIFICATION OF ATTENDANCE AWARDED

Certificate of attendance. Europass Mobility Certificate on request.