

LESSON PLAN

Trainer: _____ Course: Basic Digital Skills

Modules: 9 – Using Social Media

Location: _____ Date: _____

Number of Learners: _____ Week Number: 6

Previous Knowledge of the Topic: Basic

Aims of the Lesson:

To introduce the Learner to and be made aware of the different types of social media that can be used.

Objectives and Learning Outcomes:

At the end of the session the Learners will have a good understanding of how to use the online facility to apply for jobs online, and have a good awareness of how to use some of the most common features in some of the most commonly used pieces of social media software.

Assessment Methods

Ongoing exercises, Questions and answers

Promotion of Equality, Diversity and Every Learner Matters

Additional notes:

TEACHING AND LEARNING STRATEGIES

<i>Modules / Units</i>	<i>Learning / Teaching Outcomes</i>	<i>Learners' Activities</i>	<i>Trainer Notes</i>
Introduction to Session	<ul style="list-style-type: none"> • Explanation of the content that will be covered in the session <ul style="list-style-type: none"> ➤ Using social media 	<ul style="list-style-type: none"> • Listening • Watching 	<ul style="list-style-type: none"> • General overview of what is going to be covered during the session
Module 9 Using Social Media	<ul style="list-style-type: none"> • Understand how to create a Facebook account • Understand how to find a friend • Understand how to post a message • Understand how to upload a picture • How to set privacy options • Understand how to create a Twitter account • Understand how to follow a friend • Understand how to tweet 	<ul style="list-style-type: none"> • Activate Google Chrome • Practical Activities 	<ul style="list-style-type: none"> • Slide 209 – Types of social media • Slide 210 to 213 – Create a Facebook account • Slide 214 – Add profile picture • Slide 215 to 217 – Add a friend • Slide 218 to 219 – Create a post • Slide 220 to 221 – Upload a picture • Slide 222 to 226 – Set privacy options • Slide 227 – Golden rules • Slide 228 Housing Associations social media
Module 9 Using Social Media	<ul style="list-style-type: none"> • Understand how to create a Twitter account • Understand how to follow a friend • Understand how to tweet 	<ul style="list-style-type: none"> • Activate Google Chrome • Practical Activities 	<ul style="list-style-type: none"> • Slide 229 to 232 – Create a Twitter account • Slide 233 – Twitter Language • Slide 234 – The Home page • Slide 235 to 236 – Posting a tweet • Slide 237 – Learner activity • Slide 238 to 239 – Following people • Slide 240 – Tips and tricks

Session Recap	<ul style="list-style-type: none">• Recap of what has been covered during session• Question Session	<ul style="list-style-type: none">• Answering Questions	<ul style="list-style-type: none">• Questions<ul style="list-style-type: none">➤ What is Facebook used for➤ What is Twitter used for
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