

# LESSON PLAN

Trainer: \_\_\_\_\_ Course: Basic Digital Skills

Modules: 11 – Learn My Way, 12 – Learner Skills Feedback

Location: \_\_\_\_\_ Date: \_\_\_\_\_

Number of Learners: \_\_\_\_\_ Week Number: 8

Previous Knowledge of the Topic: Basic

## Aims of the Lesson:

*To gain feedback from the Learner about the course, introduce them to Learn My Way and City and Guilds Accreditation.*

## Objectives and Learning Outcomes:

*At the end of the session the Learners will have a good understanding about what the ‘Learn My Way’ e-learning software is all about and how to gain accredited certification for the course. They will also have completed a Learner feedback survey relating to the course.*

## 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>
<b>Introduction to Session</b>	<ul style="list-style-type: none"> <li>• Explanation of the content that will be covered in the session               <ul style="list-style-type: none"> <li>➤ Introduction to 'Learn My Way' e-learning software</li> <li>➤ Accessing the skills survey online</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Listening</li> <li>• Watching</li> </ul>	<ul style="list-style-type: none"> <li>• General overview of what is going to be covered during the session</li> </ul>
<b>Module 11 Learn My Way</b>	<ul style="list-style-type: none"> <li>• Understand how to access the 'Learn My Way' e-learning website</li> <li>• Learn how to sign-in to or register for a 'Learn My Way' account</li> <li>• Understand how to access the learning modules available</li> </ul>	<ul style="list-style-type: none"> <li>• Practical Activities</li> </ul>	<ul style="list-style-type: none"> <li>• Slide 258 – The 'Learn My Way' website</li> <li>• Slide 259 to 260 – Sign-in or Register</li> <li>• Slide 263 - Access the learning modules</li> </ul>
<b>Module 12 Learner Skills Feedback</b>	<ul style="list-style-type: none"> <li>• How to complete the Learner skills survey</li> </ul>	<ul style="list-style-type: none"> <li>• Practical Activities</li> </ul>	<ul style="list-style-type: none"> <li>• Slide 264 – Learner Survey</li> </ul>
<b>Session Recap</b>	<ul style="list-style-type: none"> <li>• Recap of what has been covered during session</li> </ul>	<ul style="list-style-type: none"> <li>• Answering Questions</li> </ul>	<ul style="list-style-type: none"> <li>• Questions               <ul style="list-style-type: none"> <li>➤ How can you access the 'Learn My Way' website</li> </ul> </li> </ul>