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| **Time** | **Topic** | **Working mode** |
| 8.45-9.00 | Sign in to Zoom and sound check | Communal, meeting room |
| 9.00-9.30 | Guidelines for making digital output, presenting applications | Communal, meeting room |
| 9.30-11.15 | Groups work their own output with the chosen application (coffee break at a suitable time) | Teams (channels), supervisors suf at the channels. Zoom closed. |
| 11.15-11.25 | Return to meeting room, groups share their outputs (link and brief descriptions) | Communal, meeting room |
| *11.25-12.25* | *Lunch break* |  |
| 12.25-12.30 | Guidelines to introducing deep learning plans | Lecture, Zoom meeting room |
| 12.30-13.45 | Introductions and peer review in smaller groups (2 mixed groups, max 10 min per presentation) | Breakout, breakout rooms |
| *13.45-14.00* | *Coffee break* |  |
| 14.00-14.10 | Guidelines to self-study phase | Lecture, Zoom meeting room |
| 14.10-14.30 | Self-study phase individual task | Independent work |
| 14.30-15.00 | Dialogic group assessment | Breakout, breakout room |
| 15.00-15.30 | Closing remarks | Communal, meeting room |

A close up of a logo

Description automatically generated

OR

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| **Time** | **Topic** | **Working mode** |
| 8.45-9.00 | Sign in to Zoom and sound check | Communal, meeting room |
| 9.00-9.15 | Getting to know each other | Communal, meeting room |
| 9.15-9.30 | Adult trainer’s soft skills: -what´s it all about and why soft skills | Lecture, meeting room |
| 9.30-9.45 | Digital competence indicators as a part of competence development -this is how I demonstrate my competence | Lecture, meeting room |
| **9.45-10.00** | **Skill #1: respecting others** | **Lecture, meeting room** |
| 10-11.00 | Breakout groups -*includes a coffee break, timing agreed by the group* | Breakout, breakout rooms -trainers circulate in rooms |
| 11-11.15 | Return to meeting room (wrap up) | Communal, meeting room |
| *11.15-12.00* | *Lunch break* |  |
| **12.00-12.15** | **Skill #2: Passion and self-motivation** | **Lecture, meeting room** |
| 12.15-12.35 | Individual working | Working independently |
| 12.35-12.45 | Return to meeting room, collecting conclusions and enriching thinking | Communal, meeting room |
| 12.45-13.15 | Return to individual working | Working independently |
| *13.15-13.30* | *Coffee break* |  |
| **13.30-13.45** | **Skill # 3: Active listening** | **Lecture, meeting room** |
| 13.45-14.45 | Breakout groups | Breakout, breakout rooms -trainers circulate in rooms |
| 14.45-15.00 | Conclusion on active listening | Communal, meeting room |
| 15-15.15 | Closing remarks and collecting competence marks | Communal, meeting room |
| 15.15-16.00 | Collecting competence marks | Working independently, trainers present in meeting room |