



Connect Up

Curriculum of Learning

This document is designed to help you to support older people to meet their individual learning goals. Within the Connect Up project, goals will vary broadly. We have suggested some categories of goals that are likely to be common to this group of learners. Learn My Way courses are identified for supporting progress towards each potential goal. Outcomes indicate the skills or knowledge the person should show or have when they have successfully met their goal.

For each Goal and LMW Course recommended, there are **Session Plans** to support tutors and **Handouts** to create blended learning opportunities. These are available under the 'My Learning' tab once you have logged into your [LMW account](#) and are linked in the chart below.

Individual goal (Baseline CaptureIT)	LMW Course(s)	Resources and support for tutors	Essential Digital Skills Standards Covered (Entry Level)	Essential Digital Skills Framework Reference	Individual learner outcome descriptors	Outcome descriptors (Impact CaptureIT)
Use video calling to feel	Video calling	Session Plan - Video Calling	<ul style="list-style-type: none"> - Foundation Skills - Using 	I can communicate with friends and	I know how to use digital tools such as video	I feel my digital skills are better

connected to friends or family		Handout - How can video calling help? Handout - match the logo	Devices and Handling Data (Skill 1) - Communication (Skill 9) - Transacting (Skill 11)	family using video tools	calling connect with others.	I feel more confident using the internet
Use email, social media or messaging to feel connected to friends or family	Using Facebook	Session Plan - Using Facebook Handout - What button does what? Handout - Would you add this person?	- Communication (Skill 9) - Transacting (Skill 11) - Being Safe/Responsible Online (Skill 13) - Using Devices and Handling Data (Skill 2) - Creating and Editing (Skills 6, 7)	I can communicate with friends and family using video tools	I know how to use social media to connect with others.	I feel my digital skills are better I feel more confident using the internet
	Socialising online	Session Plan - socialising online Handout - Is this safe to share? Handout -	- Using Devices and Handling Data (Skill 2) - Creating and Editing (Skills 6, 7) - Communication (Skill 9)			

		Match the status	- Being Safe/ Responsible Online (Skill 13)			
Use my device for interests and hobbies	Using search engines	Session Plan - Using search engines Handout -Using search engines practise activity	- Using Devices and Handling Data (Skill 1, 3)	I can use the internet to find sources of help for a range of activities	I know how to use digital tools to support my wellbeing by exploring hobbies and interests.	I feel my digital skills are better I feel more confident using the internet
	Watching and listening online	Session Plan - Watching and listening Handout - Practise activity identify icons	- Using Devices and Handling Data (Skill 1) - Being Safe/ Responsible Online (Skill 14)			
Gain more independence to make my life easier, e.g. online shopping	Online shopping	Session Plan - Online shopping Handout - Payment activity Handout - Online shopping practise activity	- Transacting (Skills 11, 12) - Using Devices and Handling Data (Skill 2)	I can fill in online forms to complete a transaction	I have gained the digital skills I need for independent shopping online.	I feel my digital skills are better I feel more able to stay safe online I feel more confident using the internet

	Online and mobile banking	Session Plan - Online and mobile banking Handout - Memorable information Handout - How to make a payment	<ul style="list-style-type: none"> - Transacting (Skill 11, 12) - Being Safe/ Responsible Online (Skill 13, 15) 		I have gained the skills I need to independently use online banking services.	
Connect with services or support groups to: <ul style="list-style-type: none"> - feel less lonely - gain independence 	Using public services online	Session Plan - Using public services online Handout - Websites that can help me Handout - Finding your way around gov uk site	<ul style="list-style-type: none"> - Foundation Skills - Using Devices and Handling Data (Skill 2) - Transacting (Skill 11) - Being Safe/ Responsible Online (Skill 13) 	I can use the internet to find sources of help for a range of activities	I know how to use the internet to access services and support.	I feel more confident using the internet
Improve my skills for work	Introduction to office programs	Session Plan - Introduction to office programs Handout - Match the features activity	<ul style="list-style-type: none"> - Foundation Skills - Using Devices and Handling Data (Skill 1, 3) 	I can fill in online forms to complete a transaction	I have gained digital skills I can use for work or business.	I feel my digital skills are better

	Creating documents	Session Plan - Creating documents Handout - Start your CV activity Handout - creating documents practical activity	<ul style="list-style-type: none"> - Foundation Skills - Using Devices and Handling Data (Skill 1, 3) - Creating and Editing (Skills 6) - Communication (Skill 9) 			
	Creating spreadsheets	Session plan - Creating spreadsheets Handout - Making a budget activity Handout - Creating spreadsheets practical activity	<ul style="list-style-type: none"> - Foundation Skills - Using Devices and Handling Data (Skill 1, 3) - Creating and Editing (Skills 6) 			
	Creating presentations	Session Plan - Creating presentations Handout - Building a	<ul style="list-style-type: none"> - Foundation Skills - Using Devices and Handling Data (Skill 3) 			

		presentation activity Handout - Creating presentations activity	<ul style="list-style-type: none"> - Creating and Editing (Skills 6) 			
	Using Email	Session Plan - Using email Handout - Making an email address Handout - Example email	<ul style="list-style-type: none"> - Creating and Editing (Skills 6) - Communication (Skill 9) - Transacting (Skill 11) - Being Safe/ Responsible Online (Skill 13, 14) 	I can communicate in an appropriate way for my organisation by using email, online and collaborative digital tools		
	Video Calling	Video calling session plan How can video calling help handout Handout - Match the logo	<ul style="list-style-type: none"> - Foundation Skills - Using Devices and Handling Data (Skill 1) - Communication (Skill 9) - Transacting (Skill 11) 	I can communicate in an appropriate way for my organisation by using email, online and collaborative digital tools		
	Using The Internet	Session Plan - Using the internet	<ul style="list-style-type: none"> - Foundation Skills - Using 	I can use the internet to find sources of help		

		Handout- Using the internet practise activity	Devices and Handling Data (Skill 2, 4)	for a range of activities		
	Using A Touch Screen	Session Plan - Using a touchscreen	<ul style="list-style-type: none"> - Foundation Skills - Using Devices and Handling Data (Skill 1, 2) 	I can make use of accessibility tools on my device to make it easier to use		
Change my device to suit my needs	Using a Computer	Session Plan - Using a computer	<ul style="list-style-type: none"> - Foundation Skills - Use Devices and Handling Data (Skills 1, 2, 3, 4) - Being Safe/ Responsible Online (Skill 19) 	I can make use of accessibility tools on my device to make it easier to use	I know how to change settings on my device to suit my needs.	<p>I feel my digital skills are better</p> <p>I have a suitable device to use the internet</p>
Learn how to keep myself safe online	Being safe online	Session Plan - Being safe online Handout - Five top tips for avoiding scams Handout -Identifying	<ul style="list-style-type: none"> - Foundation Skills - Being Safe/ Responsible Online (Skill 13, 14, 17) 	<p>Any of 'Being Safe and Legal Online' section of the Framework;</p> <p>I understand that not all online information and content that I see is reliable;</p>	I know how to keep myself and my data safe online.	I feel more able to stay safe online

		scams Handout - Secure or not secure?		I can evaluate what information or content may, or may not, be reliable		
	Keeping your device safe	Session Plan - keeping your device safe Handout - Types of screen lock	<ul style="list-style-type: none"> - Foundation Skills - Being Safe/ Responsible Online (Skill 13, 14, 15) - Using Devices and Handling Data (Skill 3) 			
	Keeping your personal data safe	Session Plan - Keeping your personal data safe Handout - How good is my password? Handout - What would you share?	<ul style="list-style-type: none"> - Using Devices and Handling Data (Skill 2) 			
I want to feel more confident using the internet such as	Using search engines	Session Plan - Using search engines	<ul style="list-style-type: none"> - Use Devices and Handling Data (Skills 2, 3) 	I can use search engines to find information and make use of	I know how to search for the information I	I feel more confident using the internet

to find information.		Handout -Using search engines practise activity		search terms to generate better results	want online.	
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