

COURSE CURRICULUM

ACTIVE AGING USING COMPUTER AND SMART TECHNOLOGIES

U3A program within the project is a 2-semester study with overall extent of 45 classes of face-to-face teaching.

Content of the teaching in the 1st semester (spring – summer 2023):

Introductory class

Semester	1.
Thematic unit	Introductory class
Theme	Presentation of the goals and content focus of the project, getting to know the participants and developing a positive climate in the group, initial survey of the educational needs of seniors
Teacher's name	PaedDr. Tímea Šeben Zafková, PhD.
Time span	1 class (1 x 45 min) and 15 mins break
Type of education activity	Combined Lecture with practical exercises
Target group	U3A participants – seniors
Teaching objective (activity)	The course participant will be able to understand and explain the goals and focus of the project, be able to briefly name the project partners and the content focus of the course "Active aging with the use of PC and smart technologies". The participant will explain his motivation for participating in the course and will carry out his own self-diagnosis in the area of knowledge about smart technologies.
Preparation	Before the activity: • checking tablet PC and interactive display accessories; • preparation of the attendance sheet; • preparation of the course schedule and the sprinted sheet with the basic information about the course,

	• preparation of questionnaires for participants in the printed paper form, • preparation of tasks associated with the practical activities.
Material	PC, dataprojector, ppt presentation, printed questionnaires, printed information about the course schedule, project presentation materials
Teaching course (activity)	• Presentation of the content and goals of the project using ppt presentation and ICT, • Presentation of the content and teachers in the course – ppt presentation and ICT + paper copies of the course schedule for each participant, • Practical exercises connected to the discussion: - Completing the self-diagnostic questionnaire in the printed form, • Practical activity entitled: "3 typical subjects that characterize me."
Teaching assessment (activity)	Evaluation of the implemented teaching will be carried out through feedback and interviews with course participants (data collected through questionnaires, the discussions will serve as a basis for a scientific study) and for potential modification of the course content and its organization.

PC basis

Semester	1.
Thematic unit	PC/tablet basis
Theme	Active aging, Introduction to information-communication equipment issues
Teacher's name	Mgr. Marián Host'ovecký, PhD.
Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	Practical exercises
Target group	U3A participants – seniors
Teaching objective (activity)	The participant of the course will be able to understand and explain basic terms in the area of hardware, software and their classification, to

	distinguish individual most famous hardware components and software licences.
Preparation	Before the activity: • checking tablet PC and interactive display accessories; • preparation of the attendance sheet; • preparation of tasks associated with practical exercises.
Material	tablet PC/notebooks or tablets with online internet access
Teaching course (activity)	Practical exercises with discussion: • to know basic terms related to ICT, computers, related equipment and software, etc., terminology in IT; • to understand hardware conception. Knowledge of basic computer types as for example: a desktop computer, notebook, tablet. To know basic types of other devices such as smartphone, portable player, digital camera, etc. • to know main hardware components such as processor, RAM memory, HDD, SSD, flash memory, understanding of their influence on computer/other device power; • to understand the software conception: basic types of software such as operational systems and applications, types of commonly used operational systems used in computers and other devices; • types of applications such as office applications, social network applications, applications for processing of multimedia, graphical applications, mobile applications; • to distinguish the types of software according to licence, for example proprietary software, open source software, trial version, shareware, freeware.
Teaching assessment (activity)	Evaluation of the implemented teaching will be carried out through feedback and interviews with course participants (data collected through questionnaires, the discussions will serve as a basis for a scientific study).

English terminology at work with technologies

Semester	1.
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Thematic unit	Active aging
Theme	Active aging, concept of welfare technologies – basic concepts and terms in English language
Teacher's name	PhDr. Gabriela Siantová, PhD.
Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	interactive lecture, exercises
Target group	U3A participants – seniors
Teaching objective (activity)	The participant of the course will be able to understand and explain basic concepts in the field of active aging and welfare technologies in English language and translate the concepts into Slovak language.
Preparation	Before the activity: • preparing the room; • provision of material (creation and printing of glossaries and exercises on the topic); • preparation of the attendance sheet – responsible person: Siantová. During the activity: help and consultations provided by: Siantová.
Material	for glossary and exercises – office paper (1 A4 format office paper package), pens (according to the number of participants, cca 20 pieces), colour markers for whiteboard (1 package)
Teaching course (activity)	Interactive lecture with exercises: • checking the attendance of the participants; • distribution of material to participants (glossary and exercises); • questions/survey on the terms (which the participants are familiar with and their explanation by the participants); • explanation by the teacher of all terms related to the topic in English and their equivalents in Slovak language – writing on the whiteboard; • exercises aimed at completing the terms explained – their elaboration by the participants and subsequent checking by the teacher.
Teaching assessment (activity)	Evaluation of the implemented teaching will be carried out through feedback and interviews with course participants.

Active aging and welfare technologies

Semester	1.
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Thematic unit	Development of innovations and technologies in the process of active aging
Theme	Safe and independent living with smart technologies
Teacher's name	Doc. PhDr. Miroslava Tokovská, PhD.
Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	Online lecture with active discussion
Target group	U3A participants – seniors
Teaching objective (activity)	The course participant will be able to evaluate the importance of safe and independent living through smart technologies and will become familiar with different technologies supporting active aging in a safe and independent living context.
Preparation	Before the activity: preparing the room and tablet/notebook connection, setting video, audio, internet connection with the help of IT department; During the activity: help and consultations provided by a responsible present member of the project team.
Material	PC/notebooks or tablets with online wifi/internet access
Teaching course (activity)	Online lecture with active discussion: - sharing an online presentation; - short film presentations; - opportunity to ask questions during the lecture; - actively asking questions to the lecturer; - opening the discussion with a focus on deepening understanding and the importance of safe and independent living; - examples of good practice from Norway.
Teaching assessment (activity)	Evaluation of the implemented teaching will be carried out through feedback and interviews with course participants (data collected through questionnaires, the discussions will serve as a basis for a scientific study).

Active aging and welfare technologies

Semester	1.
Thematic unit	Development of innovations and technologies in the process of active aging
Theme	Smart application and a portal E-Slovakia
Teacher's name	Mgr. Jana Šolcová, PhD.

Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	Workshop with practical training
Target group	U3A participants – seniors
Teaching objective (activity)	The course participant will know and will be able to use 2 selected smart applications downloadable to a mobile phone/tablet – 1. system, 1. help. 2. the area of leisure time. The participant will be able to use these apps. The participant will get familiar with the E- Slovakia portal, then practice the procedure of searching for information according to the category: life situations.
Preparation	Before the activity: preparing the room and tablet/notebook connection, setting video, audio, internet connection with the help of IT department; During the activity: help and consultations provided by a responsible present member of the project team.
Material	PC/notebooks or tablets with online wifi/internet access
Teaching course (activity)	Workshop with practical training: - sharing an internet browser; - a short introduction about the first application; - opportunity to ask questions during the lecture; - work training; - a short introduction about the second application; - opportunity to ask questions during the lecture; - work training; - presentation of E-Slovakia portal; - information retrieval practice.
Teaching assessment (activity)	Evaluation of the implemented teaching will be carried out through feedback and interviews with course participants (data collected through questionnaires, the discussions will serve as a basis for a scientific study).

Memory training and ICT

Semester	1.
Thematic unit	Memory training and technique
Theme	Distorted memories, mnemonics
Teacher's name	PhDr. Dominika Doktorová, PhD.
Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	interactive lecture with practical demonstrations
Target group	U3A participants – seniors

Teaching objective (activity)	The participant will be able: - to explain and characterise basic concepts in the field of memories, its definition, classification, distortion; - to understand the meaning of mnemonic memories; to practically apply the knowledge to everyday life.
Preparation	Before the activity: - a specific description of who is responsible for what, e.g. Dominika Doktorová; - sending out invitations; - preparing the room; providing materials (Project Manager).
Material	data projector, whiteboard, papers, pens, pencils, newspapers, large papers
Teaching course (activity)	The participants will actively try out the application of mnemonic memories, the influence of individual variables on the distortion of memories.
Teaching assessment (activity)	feedback, interviews, mind maps, life path

PC basis II.

Semester	1.
Thematic unit	Tablet PC basis
Theme	Active aging, security and privacy on the internet
Teacher's name	PaedDr. Miroslav Őlvecký, PhD.
Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	practical exercises
Target group	U3A participants – seniors
Teaching objective (activity)	The course participant will be able to understand and explain basic concepts in the field of security and privacy protection on the internet. They will learn not to click on fraudulent E-mails, websites, various "wins", hoax. They will learn basic techniques for verifying information on the internet.
Preparation	Before the activity: - checking the necessary HW components (tablet PC, interactive display – Őlvecký; - preparation of the attendance sheet and tasks with practical exercises (Őlvecký).
Material	tablet PC/notebooks or tablets with online internet access

Teaching course (activity)	Practical exercises with discussion: • Basic types of web browsing dangers: - viruses; - malicious programs; - fraudulent E-mails; - fake sites/offers • Basic principles of privacy protection when browsing websites: - updating the operating system, applications; - information verification techniques, hoaxes; - sharing “personal“ information; - filling in various forms on the internet; • discussion on the topic.
Teaching assessment (activity)	Evaluation of the implemented teaching will be carried out through feedback and interviews with course participants (data collected through questionnaires, the discussions will serve as a basis for a scientific study).

PC basis

Semester	1.
Thematic unit	PC basis
Theme	Possibilities of communication in digital space – electronic mail and Skype
Teacher's name	Doc. Ing. Jana Jurinová, PhD.
Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	lecture and practical exercises
Target group	U3A participants – seniors
Teaching objective (activity)	Upon successful completion of this part, the participant will be able to use and work with E-mail communication. They will be able to work with chat and video chat. The participant will practice basic work with Skype, which they will install and create their own account. In this activity, they will apply the knowledge of how to correctly set a strong password. They will practice checking the audio and webcam settings, which are often a source of problems when using the video call service. They will learn how to use Google Translate if they have problems with English terminology.
Preparation	This session is preceded by setting up an E-mail account with PaedDr. Miroslav Ölvecký, PhD.

	- preparing the room – checking the functionality of the equipment, the connection of the teacher's laptop to the projector, the functionality of the sound, etc. (Jurinová); - preparation of the attendance sheet (Jurinová); sending E-mails with educational content to the course participants, which will also be used for practical activities (Jurinová).
Material	PC/notebooks or tablets with internet connection, colour whiteboard markers (1 package)
Teaching course (activity)	Familiarisation with the possibilities of communication in digital space, focusing on E-mail communication and Skype. Review the creation and sending of a new E-mail, including the basic principles of E-mail editing. Testing the possibility of replying to one or more people to an E-mail. Sending attachments and their limited size. Sending and sharing larger files, via web storage, zipping files. Learning how to work with other basic services (chat, video chat, etc.). Explaining what spam is and how to recognise it. Installing Skype, creating an account, basic settings of the application and checking the functionality, especially of the audio and webcam. Adding one's own contacts. Testing communication in the form of chat and video call.
Teaching assessment (activity)	Assessment of teaching will be on-going based on observation and success of practical testing of the functionalities that are the objective of this course and on the basis of the interviews conducted.

PC tablet basis

Semester	1.
Thematic unit	PC tablet basis
Theme	Active aging, searching for information on the Internet – basic concepts, techniques, search engines, printing of information
Teacher's name	PaedDr. Miroslav Ölvecký, PhD.
Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	Practical exercises
Target group	U3A participants – seniors
Teaching objective (activity)	The course participant will be able to understand and apply basic procedures, techniques in the area of searching for the required information on the internet.

	They will master the use of multiple information search engines. Finally, they will learn how to use the option to print the information directly from a web browser onto paper or into a pdf file.
Preparation	Before the activity: checking the necessary HW; components (tablet PC, interactive display, printer functionality) – Ölvecký; preparation of the attendance sheet, tasks related to the practical exercise (Ölvecký).
Material	tablet PC/notebooks or tablets with online internet access
Teaching course (activity)	Practical exercises with discussion: - searching for different information on the internet: - post codes, opening hours; - public holidays, names in the calendar; - weather forecast; - interesting places/sights in Slovakia suitable for trips; - a walk in google maps – streetview; - restaurants, music, films; - goods, products, services; - key words; - security of searched links; - discussion on the topic of information searching; - printing the searched information from the internet on a printer or to a pdf file.
Teaching assessment (activity)	Evaluation of the implemented teaching will be carried out through feedback and interviews with course participants (data collected through questionnaires, the discussions will serve as a basis for a scientific study).

Tablet PC basis

Semester	1.
Thematic unit	Tablet PC basis
Theme	Active aging, basic settings and configurations of work in tablet PC
Teacher's name	Mgr. Marián Host'ovecký, PhD.
Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	Practical exercises
Target group	U3A participants – seniors
Teaching objective (activity)	The course participant will be able to understand and apply basic work activities in the setup and

	configuration of tablet PCs – working with icons, windows, basic sound settings, turning on, restarting and turning off.
Preparation	Before the activity: • checking tablet PC and interactive display accessories; • preparing the attendance sheet; • preparation of tasks associated with practical exercises.
Material	tablet PC/notebooks or tablets with online internet access
Teaching course (activity)	Practical exercises with discussion: • Initial setup of the tablet PC: - turning on, turning off, restarting tablet PC; - desktop and working with icons: • moving, copying, deleting; - working with windows: • displaying windows side by side, one below the other; - tools and settings: • basic system information about the computer, e.g. name and number; • setting the date and time, volume; • settings for sound and desktop appearance; • adding or removal of additional language or keyboard language settings. Changing the default setting. • installation and uninstallation of the application program; • data device working with it, connecting and disconnecting devices such as USB, external drive in the right way. • discussion on the topic
Teaching assessment (activity)	Evaluation of the implemented teaching will be carried out through feedback and interviews with course participants (data collected through questionnaires, the discussions will serve as a basis for a scientific study).

PC basis

Semester	1.
Thematic unit	PC basis
Theme	Social networking and communication with practical learning of the Facebook application
Teacher's name	Doc. Ing. Jana Jurinová, PhD.
Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	lecture + practical exercise

Target group	U3A participants – seniors
Teaching objective (activity)	Upon successful completion of this part, the participant will have an overview of the most common social networks in use today. They will be able to explain the dangers of social networking sites. The participant will have a practical experience of registering, communicating and working through a social network: Facebook and Messenger. They will actively practice working with Google Translate.
Preparation	Preparing the room – checking the functionality of the equipment, connection of the teacher's laptop to the projector, functionality of the sound, etc. Preparation and testing of the functionality of the survey which will be sent to the participants by E-mail, but if necessary it will also be provided online. (Jurinová) Preparation of the attendance sheet (Jurinová).
Material	PC/notebooks or tablets with the internet connection. Whiteboard markers (1 package).
Teaching course (activity)	Familiarity with the most common social networks today. The participant will be familiar with the dangers of social networking sites. The participant will have a practical experience of registering, communicating and working through a social network: Facebook and Messenger application (creating an account/logging in, searching for people and adding contacts, sending messages, video calling, posts, comments, likes, etc.). They will actively practice working with Google Translate. Through a survey to find out their requirements and preferences for a practical introduction and adoption of other services or applications in this context (e.g. Instagram, Twitter, WhatsApp, Viber, Signal, Telegram ...), which would be included in the course in the winter semester.
Teaching assessment (activity)	Evaluation of teaching will be on-going based on observation and success of practical testing of the functionalities that are the objective of this course and on the basis of the interviews conducted.

Feedback and self-reflection for semester 1

Semester	1.
Thematic unit	Feedback and self-reflection for semester 1
Theme	Course Satisfaction Evaluation and Questionnaire - Smart (Welfare)

	Technologies and their perception by College Students
Teacher's name	PaedDr. Timea Šeben Zat'ková, PhD.
Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	Work with PC and internet and practical exercise
Target group	U3A participants – seniors
Teaching objective (activity)	The course participant will be able to find the project website, will be able to fill in the questionnaire in electronic form. The participant will evaluate the content and implementation of the course teaching for the 1st semester and will carry out a self-diagnosis in the area of knowledge about smart public technologies for the period.
Preparation	Before the activity: • Preparing the room – checking the functionality of the equipment, connection of the teacher's laptop to the projector, functionality of the sound, etc. , • preparation of the attendance list, • preparation of online questionnaires.
Material	PC, dataprojector, internet,
Teaching course (activity)	• Presentation of the content of the project website via data projector and participants' own work • Practical exercises combined with instruction and discussion: - Completion of the questionnaire 1- Course Satisfaction Rating for Semester 1, - Completion of questionnaire 2 - Questionnaire - Smart (public benefit) technologies and their knowledge by university students.
Teaching assessment (activity)	The evaluation of the conducted teaching will be carried out by feedback obtained in electronic questionnaires and the data will serve as a basis for the elaboration of a scientific study and for possible content and organizational modification of the 2nd semester of the course.

Content of the teaching in the 2nd semester (autumn 2023):

PC basis

Semester	2.
Thematic unit	PC basis
Theme	Word processing and working with the MS Word text editor
Teacher's name	doc. Ing. Jana Jurinová, PhD.
Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	Practical exercise
Target group	U3A participants – seniors
Teaching objective (activity)	Upon successful completion of this part, the participants will be able to use and master the basic work with the text editor MS Word.
Preparation	- preparing the room – checking the functionality of the equipment, connection of the teacher's laptop to the projector, functionality of the MS Word application, connection of external keyboards to the equipment, etc.; - distribution of material to the course participants for practical practice of the proposed functionalities (<i>Jurinová</i>); preparation of attendance sheet (<i>Jurinová</i>).
Material	PC/notebooks or tablets with online internet access, colour markers for whiteboard (1 package)
Teaching course (activity)	Common text operations such as writing text (spaces, tabs, paragraph breaks, inserting special characters, etc.) will be practiced as well as copying parts of the text and their options for insertion, formatting text, basic settings and adjustments of styles in the document so that each participant will be able to create their own application or other document, if necessary. There will not be forgotten such settings as margin setting, changing the format or orientation of the document. The participant will be familiar with the basic formats in which the document can be saved, as well as with online versions of word processors.
Teaching assessment (activity)	Evaluation of the teaching will be on-going based on observation and success of practical testing of the functionalities that are the objective of this course and on the basis of interviews conducted. The outcome will be the creation of an application.

PC tablet basis

Semester	2.
Thematic unit	PC tablet basis
Theme	Active aging, working with files and folders
Teacher's name	Mgr. Marián Host'ovecký, PhD.
Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	Practical exercises
Target group	U3A participants – seniors
Teaching objective (activity)	The course participant will be able to understand and work with folders, files and their properties, knowing the difference between them.
Preparation	Before the activity: - checking tablet PC and interactive display accessories; - preparation of the attendance sheet; preparation of tasks associated with practical exercises.
Material	tablet PC/notebooks or tablets with online internet access
Teaching course (activity)	Practical exercises with discussion: - discussion on the topic; - work with folder/file; - copying, moving, deleting, restoring, searching and compressing; - work with a file; - file/folder, their philosophy; creating a structure and working with them; - copying, moving, deleting, restoring, searching and compressing; - detecting properties of files, folders, operating system; - to sort files/folders alphabetically by name, size, type and date; - last change in descending or ascending order; - to understand what file compression means and what it is used for and files; - emptying the basket; basic concepts – network and internet.
Teaching assessment (activity)	Evaluation of the implemented teaching will be carried out through feedback and interviews with course participants (data collected through questionnaires; the discussions will serve as a basis for a scientific study).

Semester	2.
Thematic unit	Tablet PC basis
Theme	Active aging, internet security and privacy
Teacher's name	PaedDr. Miroslav Ölvecký, PhD.
Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	Practical exercises
Target group	U3A participants – seniors
Teaching objective (activity)	The course participant will be able to understand the basic concepts of Internet security and privacy. They will learn not to click on fraudulent E-mails, websites, various "prizes", hoax. They will learn basic techniques for verifying information on the Internet.
Preparation	Before the activity: checking the necessary HW components (tablet PC, interactive display) – Ölvecký; preparing the attendance sheet, tasks with practical exercises (Ölvecký).
Material	tablet PC/notebooks or tablets with online internet access
Teaching course (activity)	Practical exercises with discussion: - Basic web browsing dangers: - viruses; - malicious programs; - fraudulent E-mails; - fake sites/offers; - Basic principles of privacy when browsing websites: - updating the operating system, applications; - techniques for verifying information, hoax; - sharing “personal“ information; - filling in various forms on the internet; - discussion on the topic.
Teaching assessment (activity)	Evaluation of the implemented teaching will be carried out through feedback and interviews with course participants (data collected through questionnaires; the discussions will serve as a basis for a scientific study).

PC basis

Semester	2.
Thematic unit	PC basis

Theme	The world of photography – creating own photo book/postcard
Teacher's name	Ing. Jana Jurinová, PhD.
Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	Lecture + practical exercise
Target group	U3A participants – seniors
Teaching objective (activity)	Upon successful completion of this section, the participants will have an overview of basic graphic formats and will be proficient in the basic functionality of working with photographs so that they will be able to create their own photo book or postcard.
Preparation	- preparing the room – checking the functionality of the equipment, connection of the teacher's laptop to the projector, etc.; - sending out links to third-party products for creating photo books and postcards to course participants for practical training of the proposed functionalities (<i>Jurinová</i>); preparation of attendance sheet (<i>Jurinová</i>).
Material	PC/notebooks or tablets with network. Colour whiteboard markers (1 package).
Teaching course (activity)	Participants will learn about basic graphic formats, they will be able to distinguish between raster and vector graphics. They will have a practical experience of transferring photos or other data from the phone to the PC. They will learn how to search and copy images on the internet while respecting copyright law. They will learn the basic functionality of working with photographs and will be able to create their own photo book or postcard using third-party offerings. They will be familiar with the possibilities of sharing photos with friends/relatives – bluetooth, AirDrop, ulozto.sk, Whats App.
Teaching assessment (activity)	Teaching assessment will be on-going based on observation and success of practical testing of the functionalities that are the objective of this course and on the basis of interviews conducted. The output will be the creation of a photo book or postcard.

Tablet PC basis

Semester	2.
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Thematic unit	Tablet PC basis
Theme	Active aging, online shopping, ordering services/products
Teacher's name	PaedDr. Miroslav Ölvecký, PhD.
Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	Practical exercises
Target group	U3A participants – seniors
Teaching objective (activity)	The course participant will be able to understand the basic concepts in the area of safe purchasing of products/services on the Internet. They will learn how to pay via the Internet.
Preparation	Before the activity: - checking the necessary HW components (tablet PC, interactive display) – Ölvecký; - preparation of the attendance sheet, tasks related to practical exercise (Ölvecký).
Material	tablet PC/notebooks or tablets with online internet access
Teaching course (activity)	Practical exercises with discussion: - Basic search for goods/services on the internet; - electronic vs. brick-and-mortar stores; - portal heureka, - bazaar shopping; - FB Marketplace shopping; - buying bus, train, taxi tickets; - ordering food online; - booking a stay. - Discussion on the topic.
Teaching assessment (activity)	Evaluation of the implemented teaching will be carried out through feedback and interviews with course participants (data collected through questionnaires; the discussions will serve as a basis for a scientific study).

Tablet PC basis

Semester	2.
Thematic unit	Tablet PC basis
Theme	Active aging, working with the preparation of documents and images for printing
Teacher's name	Mgr. Marián Host'ovecký, PhD.
Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	Practical exercises
Target group	U3A participants – seniors

Teaching objective (activity)	The participant will be able to understand the basic procedures and techniques in the area of pre-press work and editing of documents and images before printing.
Preparation	Before the activity: - checking tablet PC and interactive display accessories; - preparation of the attendance sheet; preparation of tasks related to the practical exercise.
Material	tablet PC/notebooks or tablets with online internet access
Teaching course (activity)	Practical exercises with discussion: - to display a preview of the document, image, table; - adjust the colour depth, as well as the resolution, size and shape of the image, preparing the format for display on the screen, as well as for printing; - change print output orientation: to height, to width, change paper size/format; print the image on the installed printer according to the specified parameters or default settings.
Teaching assessment (activity)	Evaluation of the implemented teaching will be carried out through feedback and interviews with course participants (data collected through questionnaires; the discussions will serve as a basis for a scientific study).

Active ageing and welfare technologies

Semester	2.
Thematic unit	Active ageing and welfare technologies
Theme	“Smart“ technologies in the life and care of the elderly
Teacher's name	doc. PhDr. Miroslava Tokovská, PhD.
Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	Lecture with active discussion
Target group	U3A participants – seniors
Teaching objective (activity)	The course participant will understand the importance of using smart technologies and will be able to state the advantages and disadvantages of using smart technologies in their own life.
Preparation	Before the activity: preparing the room and tablet/notebooks connections, setup of video, audio, internet

	connection, projector with the help of IT department; During the activity: assistance and consultations are provided by the present responsible project team member
Material	PC/notebooks or tablets with online wifi/internet access
Teaching course (activity)	Online lecture with active discussion: • sharing the presentation via projector; • option to ask questions during the lecture; • active putting questions to the lecturer; • opening up the discussion with a focus on sharing own experience with the use of smart technologies; examples of good practice from Norway.
Teaching assessment (activity)	Evaluation of the implemented teaching will be carried out through feedback and interviews with course participants (the feedback will be used to collect research data and publish a scientific study in the form of group and individual interviews).

Smart ageing- active ageing

Semester	2.
Thematic unit	Active ageing and welfare technologies
Theme	Smart application and portal E-Slovensko
Teacher's name	Mgr. Jana Šolcová, PhD.
Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	Workshop with practical training
Target group	U3A participants – seniors
Teaching objective (activity)	The course participant will be familiar with 2 selected smart apps downloadable to mobile/tablet: 1. area of health, 2. area of leisure. The participant will be able to use these apps. The participant will get familiar with the Senior.sk portal, then will practice the procedure for searching for information on the website.
Preparation	Before the activity: • preparing the room and tablets/notebooks connection, setup of display, sound, internet access with the help of IT department; During the activity: help and consultations are provided by a present reliable project team member
Material	PC/notebooks or tablets with online wifi/internet connection

Teaching course (activity)	Workshop with practical training: • sharing of internet browser; • a short introduction about the first application; • option to ask questions after the first part; • training/work practice; • a short introduction about the second application; • option to ask questions after the second part; • training/work practice; • presentation of the Senior.sk portal; training of information searching.
Teaching assessment (activity)	Evaluation of the implemented teaching will be carried out through feedback and interviews with course participants (data collected through questionnaires; the discussions will serve as a basis for a scientific study).

Memory training and technology

Semester	2.
Thematic unit	Memory training and technology
Theme	Distorted memories, mnemonics
Teacher's name	PhDr. Dominika Doktorová, PhD.
Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	interactive lecture with practical demonstrations
Target group	U3A participants – seniors
Teaching objective (activity)	The course participant will be able: • to explain and characterise basic concepts in the area of memories, its defining, classifying and distortion; • will be able to understand the meaning of mnemonic memories; • will be able to practically apply the knowledge to everyday life.
Preparation	Before the activity: • a specific description of who is responsible for what, e.g. Dominika Doktorová; • sending out the invitations; • preparing the room; provision of material (Project Manager).
Material	data projector, whiteboard, papers, pens, pencils, newspapers, large papers

Teaching course (activity)	Participants will actively try out the application of mnemonic memories, the influence of individual variables on the distortion of memories.
Teaching assessment (activity)	feedback, interviews, mind maps, life path

English terminology at work with technology

Semester	2.
Thematic unit	English terms in everyday practical internet use
Theme	Everyday practical use of the internet: websites, social networks (facebook, linkedIn), skype
Teacher's name	PhDr. Gabriela Siantová, PhD.
Time span	2 classes (2 x 45 mins) and 15 mins break
Type of education activity	interactive lecture, exercises
Target group	U3A participants – seniors
Teaching objective (activity)	The participant will be able to understand concepts in the English language in the field of everyday practical use of the Internet and to associate these concepts with possible Slovak equivalents (if any).
Preparation	Before the activity: • preparing the room; • provision of material (creation and printing of glossaries and exercises on the topic), preparation of questionnaires and attendance sheet – responsible <i>Siantová</i>; During the activity: • help and consultation provided by <i>Siantová</i>.
Material	Glossary and exercises – office paper (1 packet of A4 office paper), colour markers for whiteboard (1 packet)
Teaching course (activity)	Interactive lecture, exercises : • checking the attendance of participants; • distribution of material to participants (glossary and exercises); • question/survey on the terms mentioned (which ones are familiar to the participants and their explanation by the participants); • explanation of all terms related to the topic by the teacher in English and their equivalents in Slovak language – writing on the board and projection on the screen (demonstration of where English terms related to the topic can practically occur on the website);

	exercises aimed at completing the terms just explained – their elaboration by the participants and subsequent checking by the teacher.
Teaching assessment (activity)	The evaluation of the training will be carried out through feedback with the course participants and an anonymous questionnaire.

Final colloquium

Semester	2.
Thematic unit	Colloquium on self-reflection in the process of active aging
Theme	Assessment of satisfaction in the course for the 1st semester and questionnaire - Smart (public benefit) technologies and their knowledge by university students
Teacher's name	PaedDr. Tímea Šeben Zatlková, PhD. doc. Mariana Siroťová, PhD. Mgr. Veronika Michvčíková, PhD.
Time span	2 classes (2 x 45 min) and 15 mins break
Type of education activity	Work with PC and Internet and practical exercises
Target group	U3A participants – seniors
Teaching objective (activity)	The course participant will be able to find the website of the project, browse photos from the particular phases of project implementation, and be able to fill out a questionnaire in the electronic form. The participant will evaluate the content and implementation of the course teaching and carry out a self-diagnosis in the area of knowledge about smart welfare technologies.
Preparation	Before the activity: • checking the functionality of ICT and Internet connection, • preparation of the attendance record, • preparation of electronic questionnaires.
Material	PC, data projector, internet,
Teaching course (activity)	• Presentation of the content of the project website through a data projector and the participants' own work • Practical exercises connected with instruction and discussion: • Completing a self-diagnostic questionnaire
Teaching assessment (activity)	The evaluation of the conducted teaching will be realized by feedback obtained in electronic questionnaires, and the data will serve as a basis for the development of a scientific study.

Ceremonial handing over of certificates on successful completion of interest studies

06.10.2023 at 10:30 a.m.

Promočné kolégium:	
Rector (in representation):	doc. PhDr. Andrea Čajková, PhD.
Dean (in representation):	doc. Mgr. Monika Hornáček Banášová, PhD.,
Promotor:	PhDr. David Ivanovič, PhD.
Moderator:	PhDr. Dominika Doktorová, PhD.
Others:	PaedDr. Tímea Šeben Zaťková, PhD. Guests Graduates
Process:	1. Entry of academic officers 2. Arrival of the rector 3. The national anthem and the anthem of the European Union 4. Moderator: Welcoming the participants 5. Dean: Presentation of graduates (the dean stands up, introduces the graduates and asks the rector to grant the rector's approval for graduation;) 6. Rector: Granting the Rector's approval (the Rector of the meeting will grant the Rector's approval) 7. Promoter: Presentation of certificates 8. Moderator: Call for a speech by the Dean of the Faculty of Arts 9. Dean: Speech of the Dean of the Faculty of Arts 10. Moderator: Call for the rector's speech 11. Rector: Rector's speech 12. Guest speeches: doc. Tokovská 13. Moderator: Thanks for the speech and conclusion, closing of the graduation ceremony 14. Gaudeamus igitur (the pedel orders all to stand; sounds Gaudeamus igitur) 15. Departure of the rector (the rector leaves with a peddle to the sound of a fanfare) 16. Departure of academic officials