L2L MicroCred

Course Storyboard

Learn Activities: 20–40 mins total; mix formats; keep clear and concise.
Discuss Activities: One clear question/task; link to real experience
Apply Activities: Practical, real-world, achievable, flexible outputs.

WEEK/SESSION 1:

Topic/Focus: Introduction to Digital Competence and Artificial Intelligence

Learn

- What digital competence and AI mean in everyday life and work
- Key concepts, opportunities and limitations of digital tools and AI
- Introduction to the adapted DigComp 3.0 model
- Short texts, animations, quizzes and practical examples

Discuss

Choose a digital tool or AI application and share how you use (or could use) it, one experience or challenge, and one useful piece of advice.

Apply

Try simple digital tools and AI applications for practical tasks and reflect on your own digital competence and learning needs.

WEEK/SESSION 2:

Topic/Focus: Useful Digital Tools at Work and Home

Learn

- Digital tools for communication, collaboration and information sharing
- Email, online meetings, cloud storage and shared documents
- Clear and appropriate digital communication
- Accessible documents and public digital services

Discuss

Share an experience with a useful digital tool, a digital challenge or “aha moment”, or something you would like to become more confident using.

Apply

Practise using common digital tools for communication, collaboration and information sharing, individually and with others.

WEEK/SESSION 3:

Topic/Focus: Staying Safe Online – Security, Privacy and Common Sense

Learn

- Basic online security and common digital threats
- Passwords, two-factor authentication and safe online behaviour
- Privacy and protection of personal information
- Safe, responsible and ethical use of digital tools and AI

Discuss

Share an experience with a suspicious message or online situation, a security measure you find useful, or something about privacy or security that you find challenging.

Apply

Identify digital risks and practise applying basic security, privacy and responsible-use principles to everyday situations.

WEEK/SESSION 4:

Topic/Focus: Artificial Intelligence in Everyday Life

Learn

- Using AI for text, images and practical everyday tasks
- Writing effective prompts
- Assessing and improving AI-generated content
- Privacy, critical thinking and responsible use of AI

Discuss

Reflect on a task where AI could help you, an experience where technology produced an unreliable result, or what is important for using AI safely and responsibly.

Apply

Experiment with an AI tool and prompts for a practical task, assess the result critically and consider what information is appropriate to share.