

YOUTHShare

YOUTHShare

**A Place for Youth in Mediterranean EEA:
Resilient and Sharing Economies for NEETs**

Trainers' Guide

for using the YOUTHShare eLearning platform

YOUTH Share

Trainers' Guide for using the eLearning platform

The YOUTHShare Guide presents the way to use the eLearning platform of the YOUTHShare project. The guide is addressed to trainers and/ or educators who wish to use the platform as a mean to implement their workshops/ training sessions on the **“Concepts and Tools in Social, Sharing and Resilient Economy”**. The eLearning platform includes a user-friendly training package with various resources to support trainers to empower the young women, migrants, refugees, asylum seekers and youth in general to enhance their skills and knowledge on agri-food, tourism and circular economy.

Registration Process

Step 1: Enter the eLearning platform

Please enter the website by copying the following link: <https://elearning.youthshare-project.org/>.

Step 2: Create an account

In order to enter the platform you should create a new account.

Username

Password

Remember username

Log in

Log in as a guest

Forgot your username or password?

Cookies must be enabled in your browser

Some cookies may allow third access

Is this your first time here?

For full access to this site, you first need to create an account.

Create new account

You are not logged in.
[Home](#)

The YOUTHShare project is funded by Iceland, Liechtenstein and Norway through the EEA and Norway Grants Fund for Youth Employment

YOUTH Share

Step 3: Complete your personal information

Please complete your personal information and press **“Create my new account”**.

In order to confirm your account you should check your email (check also your spam folder) and click on the verification link to activate your account.

New account Collapse all

Choose your username and password

Username

Password

The password must have at least 8 characters, at least 1 digit(x), at least 1 lower case letter(x), at least 1 upper case letter(x), at least 1 non-alphanumeric character(s) such as !, ~, or #

More details

Email address

Email (again)

First name

Surname

City/town

Country

[Create my new account](#) [Cancel](#)

Step 4: Fill in your Login details

Once you confirm your email address, visit <https://elearning.youthshare-project.org> and fill in your **log in credentials** to enter the platform.

YOUTH Share login

Username

Remember username

[Forgot your username or password?](#)

Cookies must be enabled in your browser

Some courses may allow guest items

[log in](#) [Log in as a guest](#)

Is this your first time here?

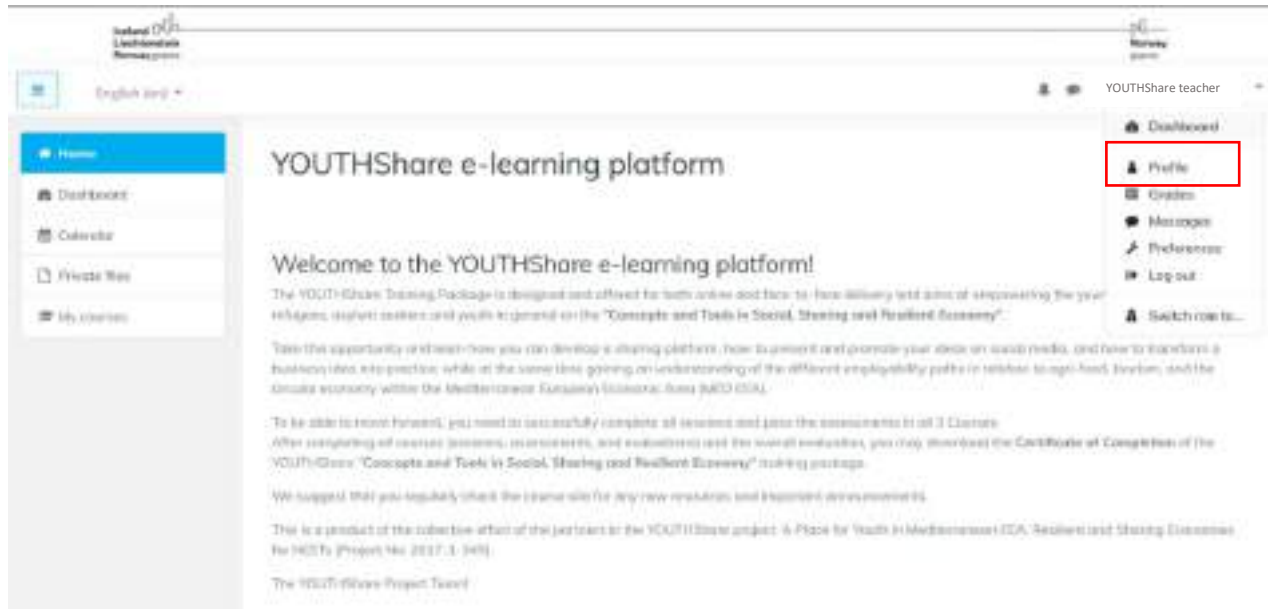
For full access to this site, you first need to create an account.

[Create new account](#)

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Note: You should contact the partner organisation in your country to give you access in the platform as teachers.

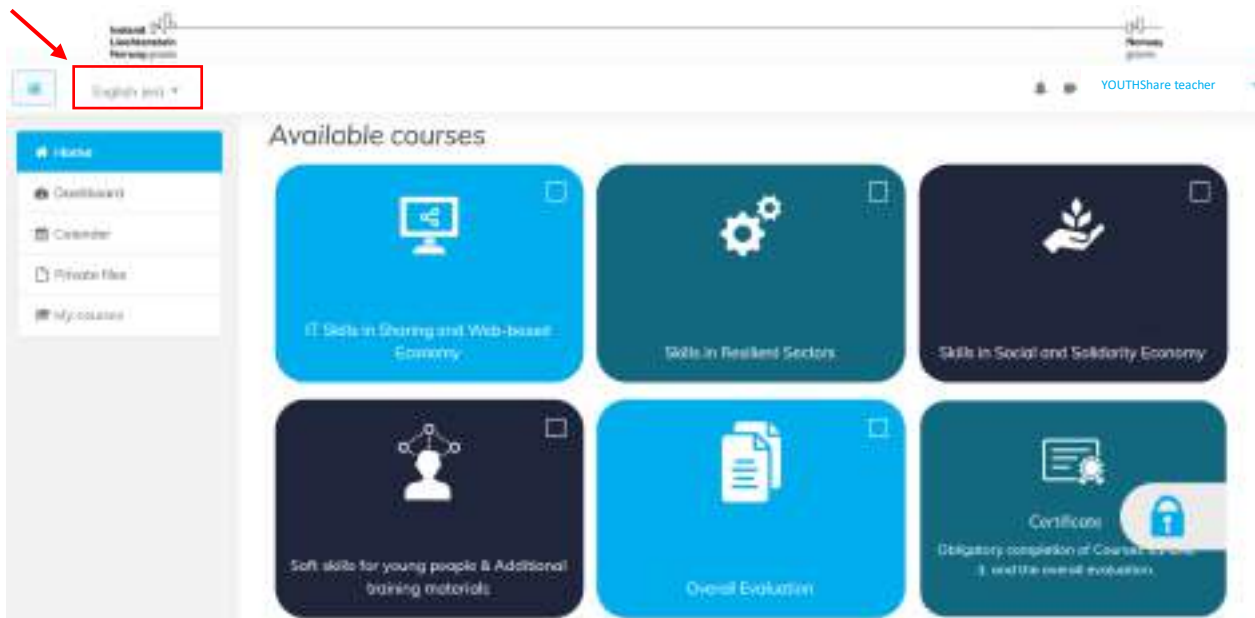
In case you wish to **edit your profile**, you do so through the user menu on the navigation bar.



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Navigate in the platform

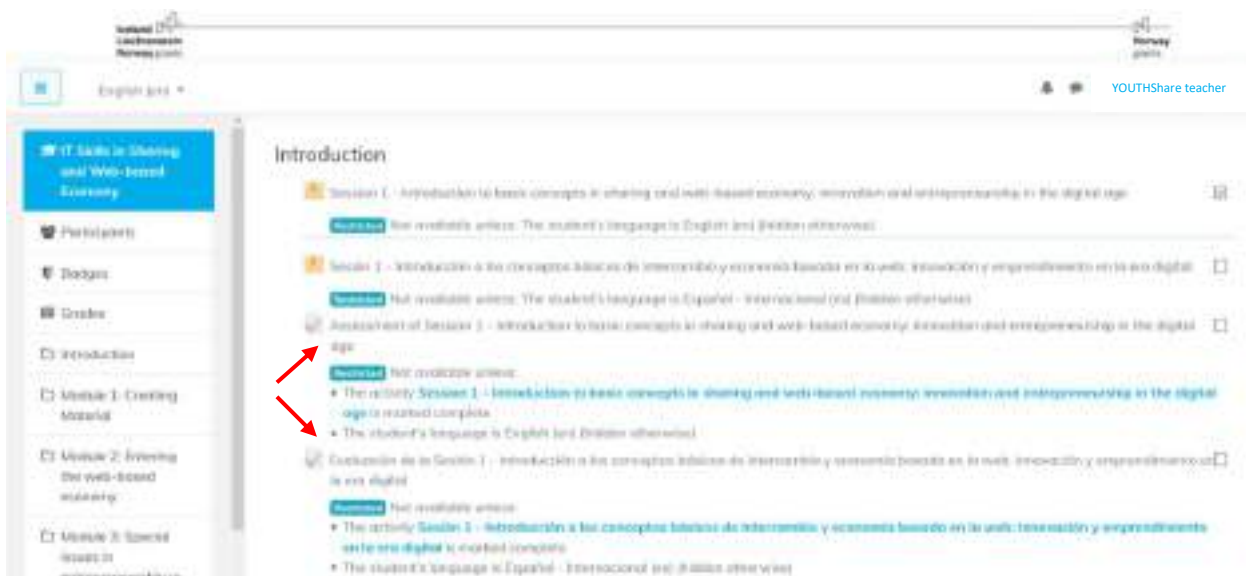
When entering the platform you can **choose your national language** by using the language switcher on the navigation bar.



Enroll in all courses to check out and download the material you wish to share with your trainees.

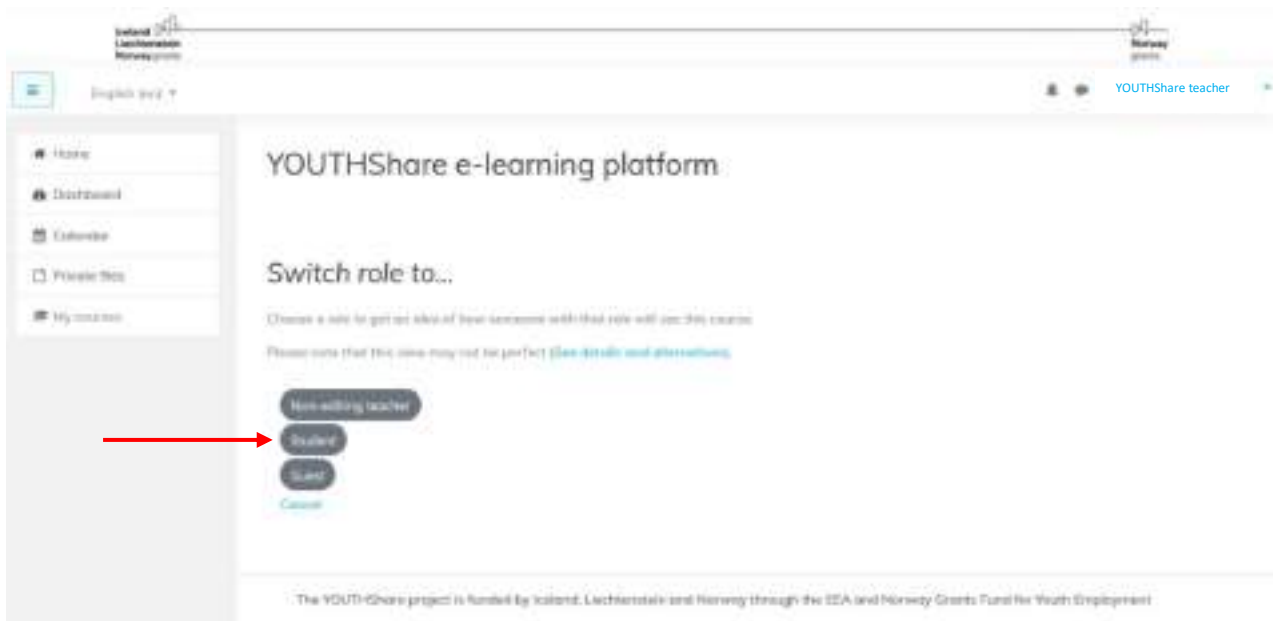
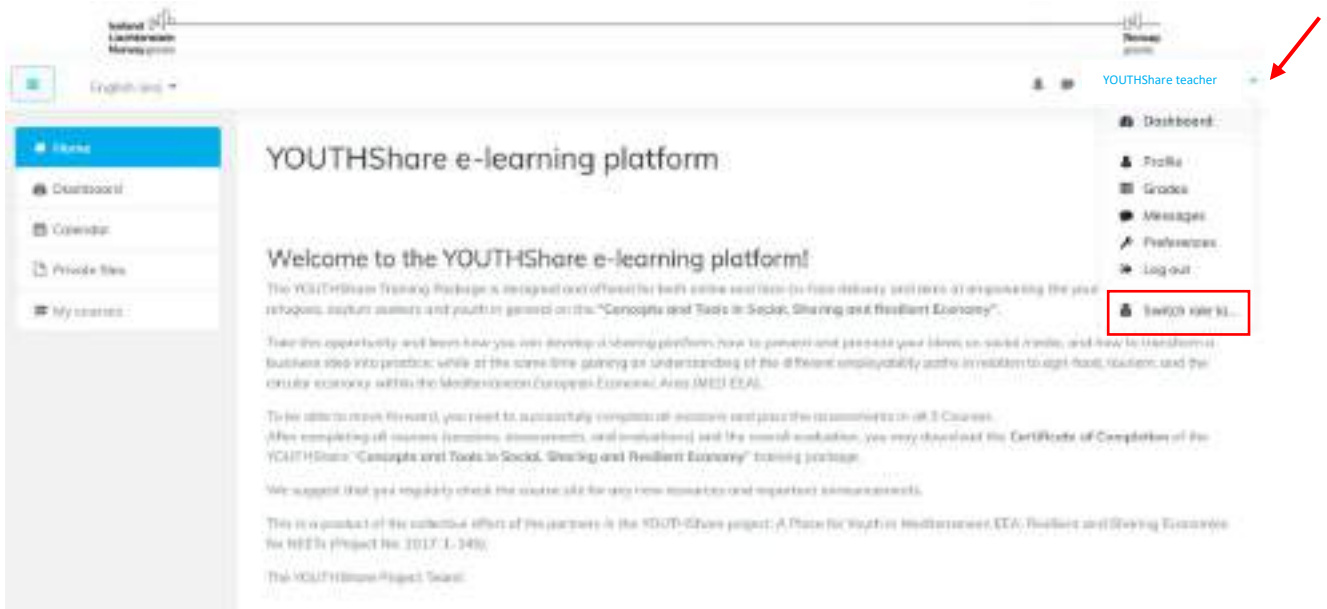
Note: Do not forget that you should contact the partner organisation in your country to give you access in the platform as teachers.

As teachers you are going to be able to view the content in all languages. You may use the material relevant to you.



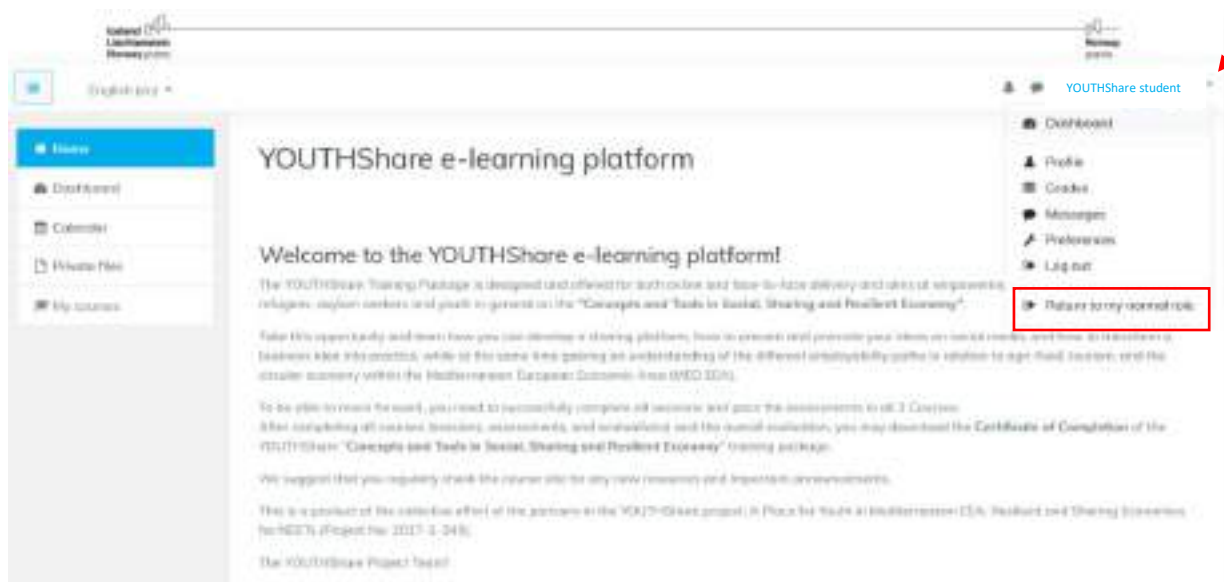
YOUTH Share

You can view the material as a 'Student', by choosing **Switch role to...** and choose 'Student'. Then, you can change the language and see only language-specific content.



YOUTH Share

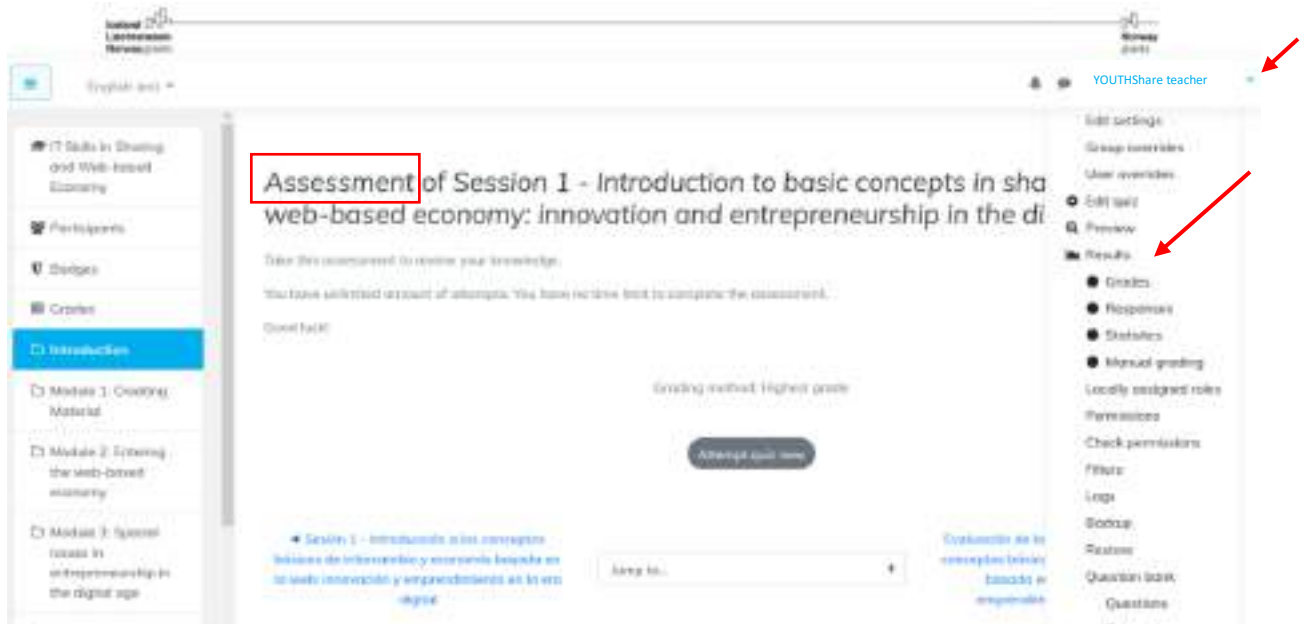
You may follow the same procedure to **return to your normal role (Teacher)**.



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Check the overall results and progress of trainees- Assessment

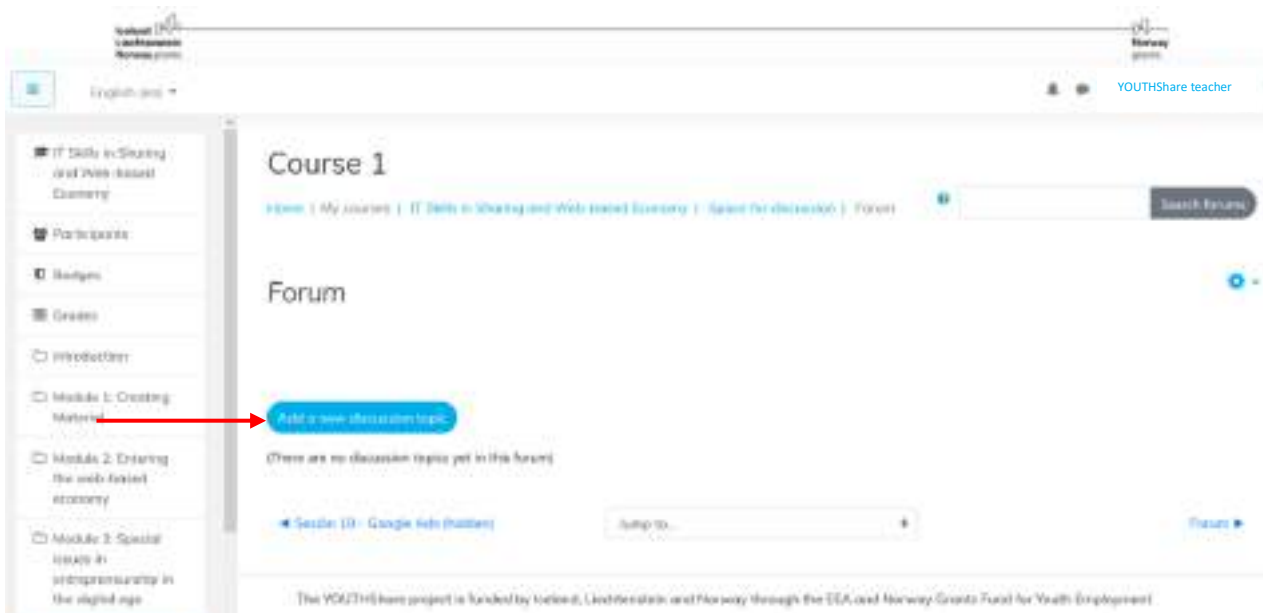
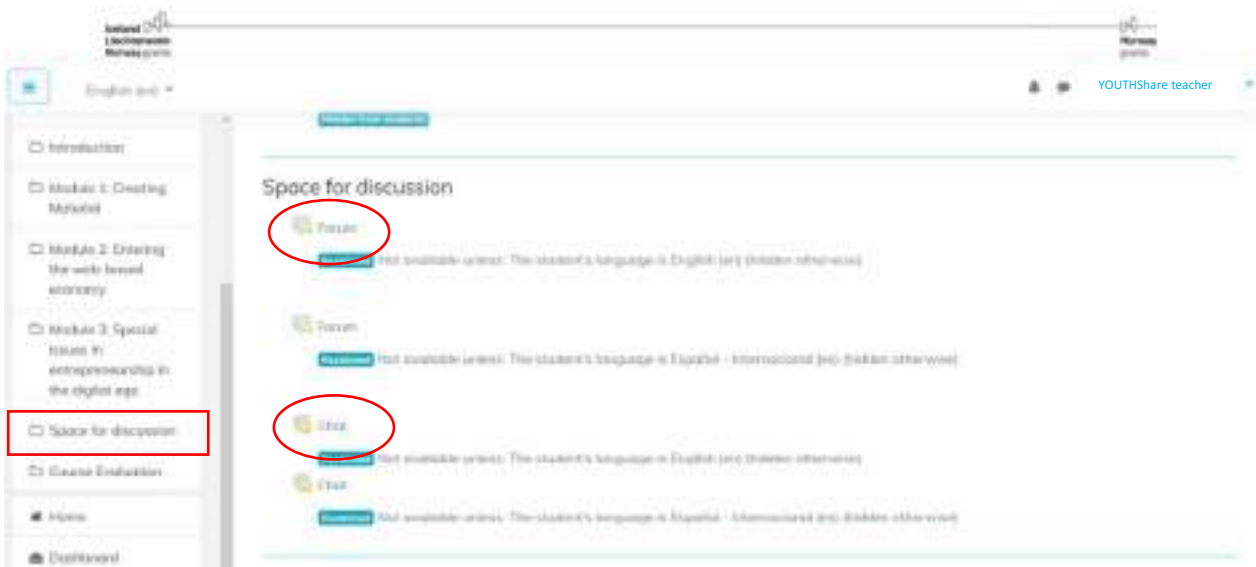
You are able to check the overall results of all trainees completed the assessment(s) of each session by scrolling down on the settings icon in each **Assessment** topic.



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Interact with trainees (Space for discussion- Forum/ Chat)

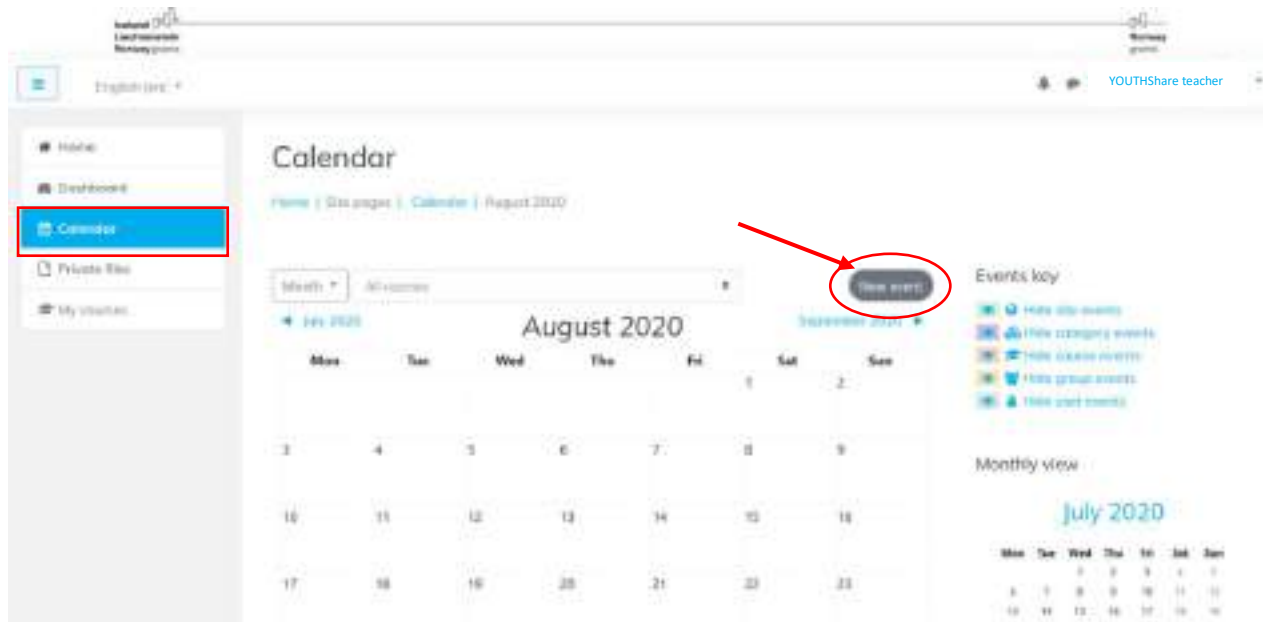
Add a topic for discussion in the Course's **Forum** and/ or **Chat** to interact with your trainees. The trainees can also interact with one another in this space. You can also **subscribe to the forums** to receive notifications when someone replies.



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Add events on Calendar

Click on the platform's calendar and create a **new event** either in general or under a specific course.



In the description of the event you may add the Zoom link of the online sessions to have during the training period and any other relevant information.

In order for the trainees to understand in which country you refer, you may **add the country code** (CY, GR, IT, ES) in the title of the event.

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New event

Event title: [X Training session 1]

Date: 7 August 2020 14:10

Type of event: Course

Course: + Course 1

Description: [Rich text editor with text: join the 1st training session by following this link: https://zoom.us]

Location: [Empty field]

Duration: Without duration

Repeat weekly creating altogether: 1

There are required fields in this form marked with a red icon.

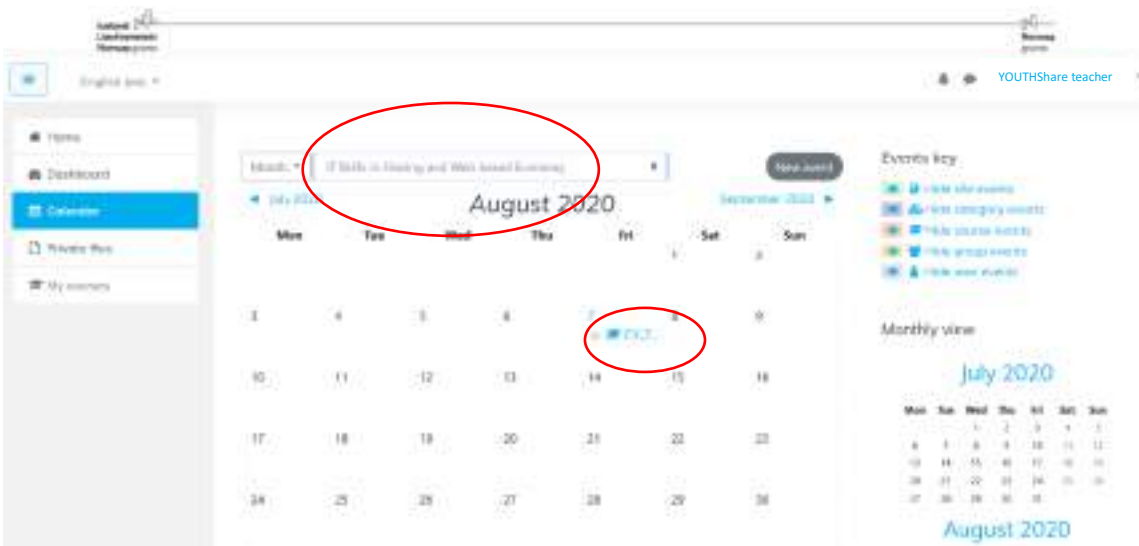
Save (indicated by a red arrow)

You can have the event repeating but you should edit and change the link location of the *Zoom* platform in order for the link to be valid. For each session/ day you need to create a new *Zoom* link.

If you chose this to be a '**Users**' event, **only you** are going to be able to **see it**.

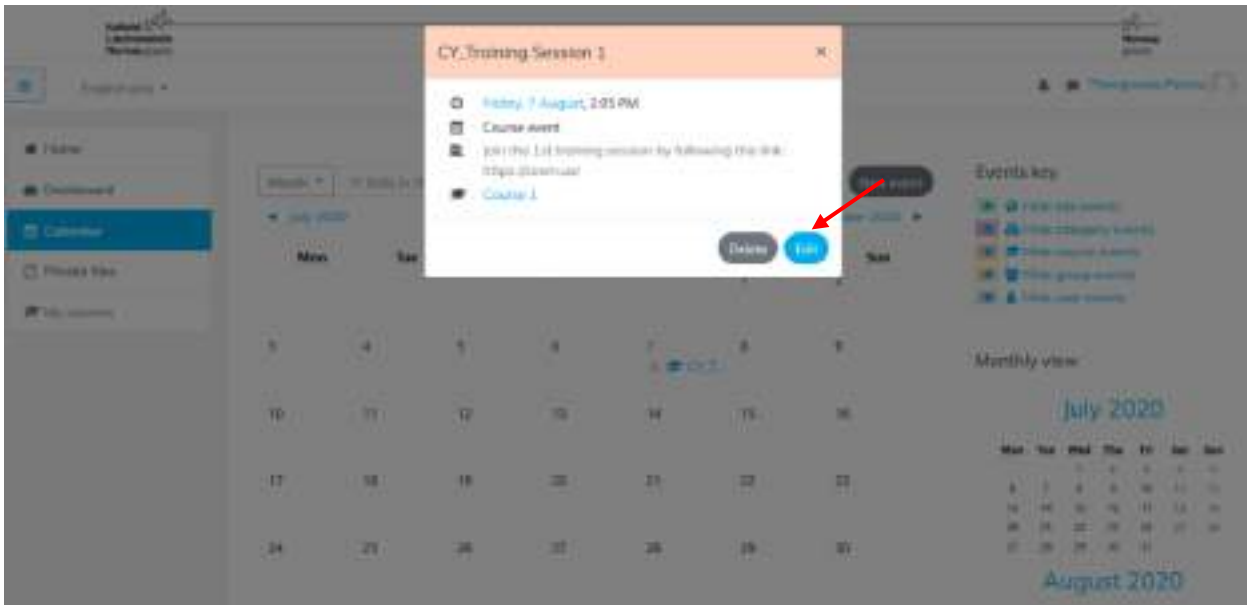
You should either **choose an event as Site or Course**.

In case you add the event under a specific course, then this will be visible **only in the specific course's calendar**.



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Note: You can still edit or delete the event after you save it.

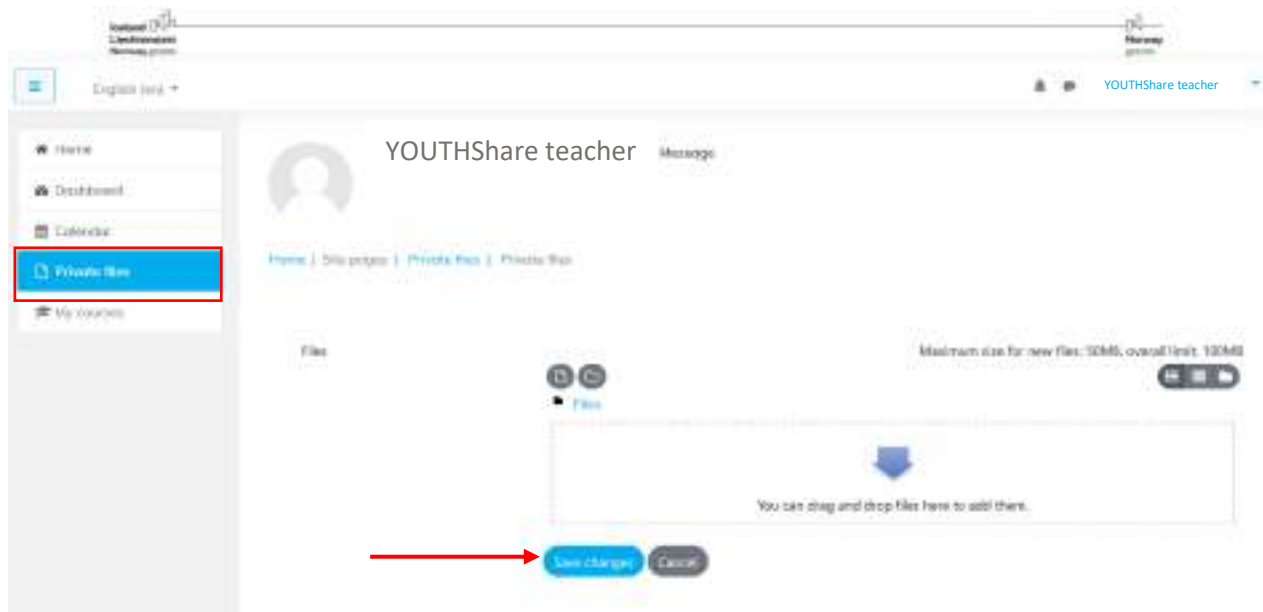


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Upload material on Private files

If you wish, you may upload relevant material for easy access to your account.

Only you are going to be able to see these documents.



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Navigate in the Dashboard

Through this section you can check and monitor the progress of your account in general.



Important Note:

Having a teachers' account gives you the possibility to access the Educators Manuals and to download the content of each Course in the format of Power Points. Also, you can access and export the results from the sessions' assessments and courses' evaluations for statistical purposes. In addition, you are able to edit the calendar and add events for the trainees to follow.

The trainees have to complete all 3 Courses and the Overall Evaluation before they are able to generate and receive the Certificate.

The Course of *Soft Skills and Additional training materials* is not obligatory to be completed.

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**A Place for Youth in Mediterranean EEA:
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Guide for using the YOUTHShare eLearning platform
Explore the content

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Guide for using the YOUTHShare eLearning platform

The YOUTHShare Guide presents the way to use the eLearning platform of the YOUTHShare project. The guide is addressed to any person who is interested in learning more on the **“Concepts and Tools in Social, Sharing and Resilient Economy”**. The eLearning platform includes a user-friendly training package with various resources to support the development of your skills and knowledge on agri-food, tourism and circular economy.

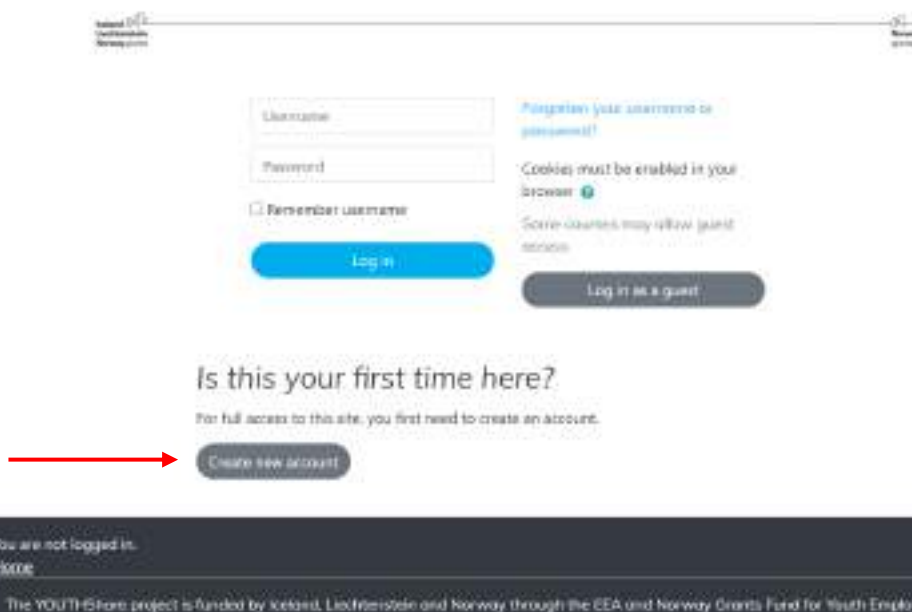
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Password

More details

Email address

Email (again)

First name

Surname

City/town

Country

→

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YOUTHShare student

Remember username

→

[Forgot your username or password?](#)

Cookies must be enabled in your browser

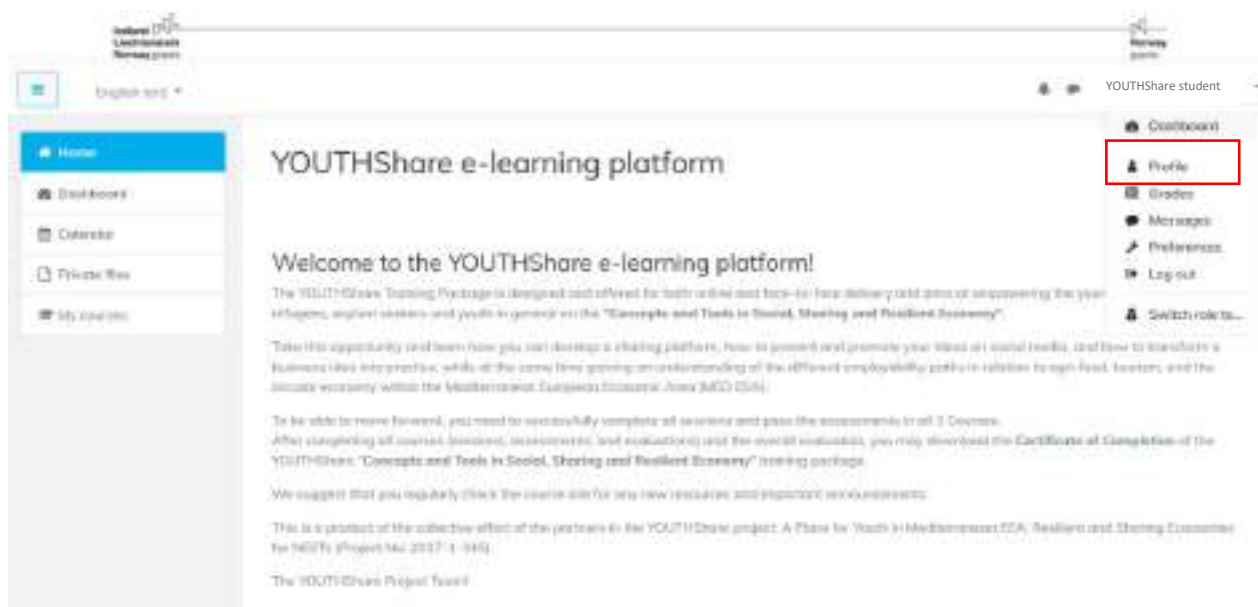
Some cookies help improve your experience

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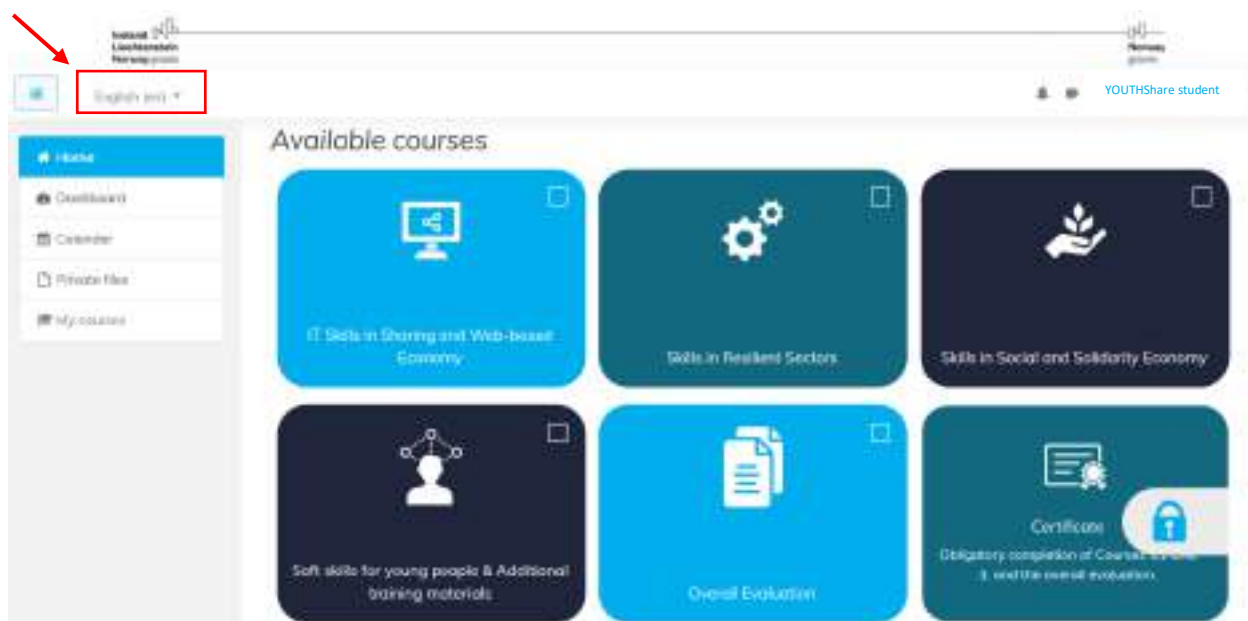
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Navigate in the platform

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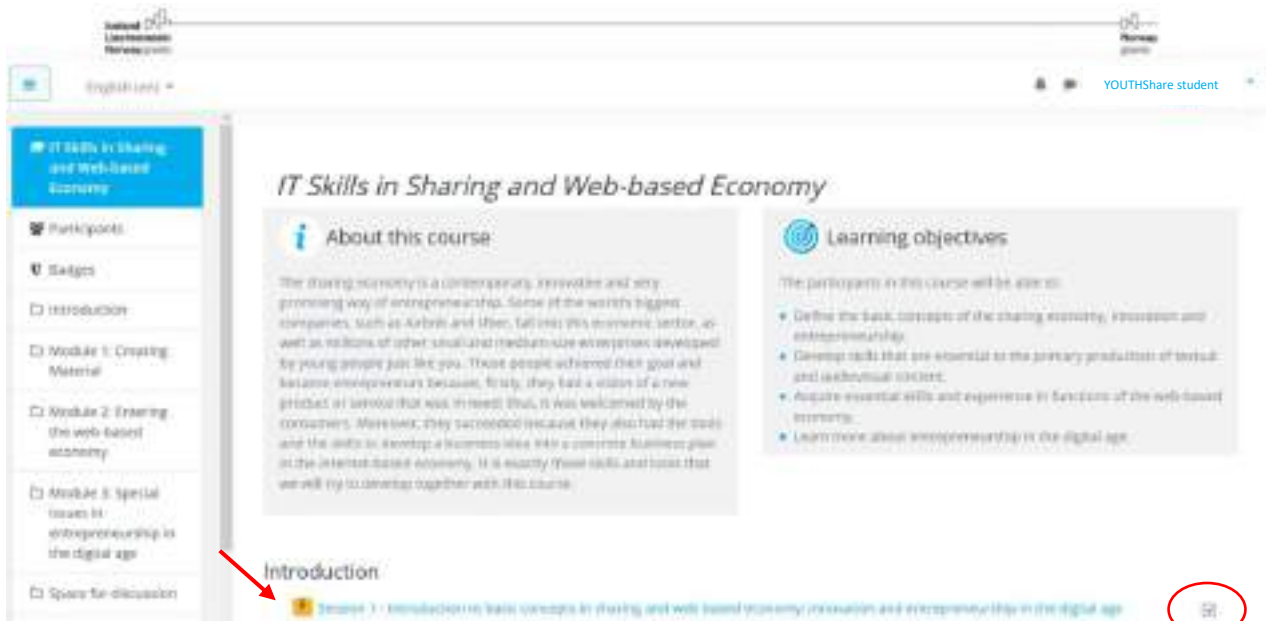


Enroll and complete all courses to receive the Certificate of completion.

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Explore the content

To view the material you should **enroll** in the course and **enter the presentation of each session.**



Note: The **checkboxes** indicate the activities/ assessment/ modules that have been completed.

Use the **navigation buttons** 'Previous' and 'Next' to move back and forward.



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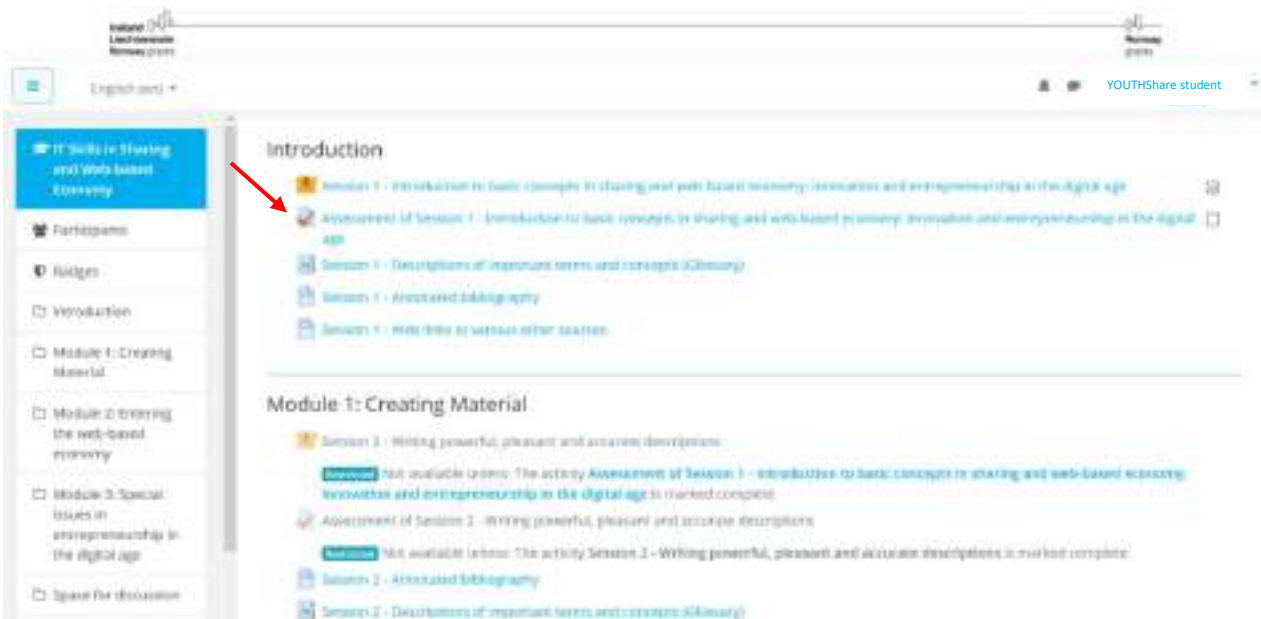
You can quickly jump to any section within the course using the navigation 'Menu' on the top right.

You can also exit the course and resume where you left off at a later stage.



Assessment

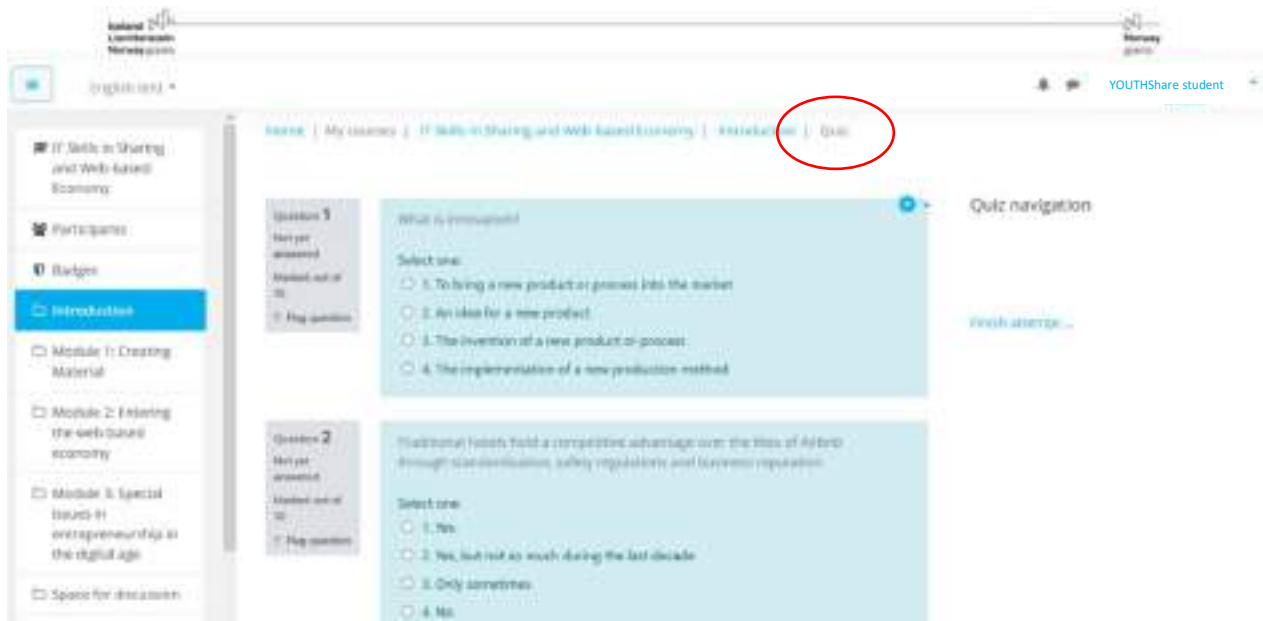
After you finish studying the content of each session, you should **complete and pass the assessment** in order to **move to the next session**.



Note: The **checkboxes** indicate the activities/ assessment/ modules that have been completed.

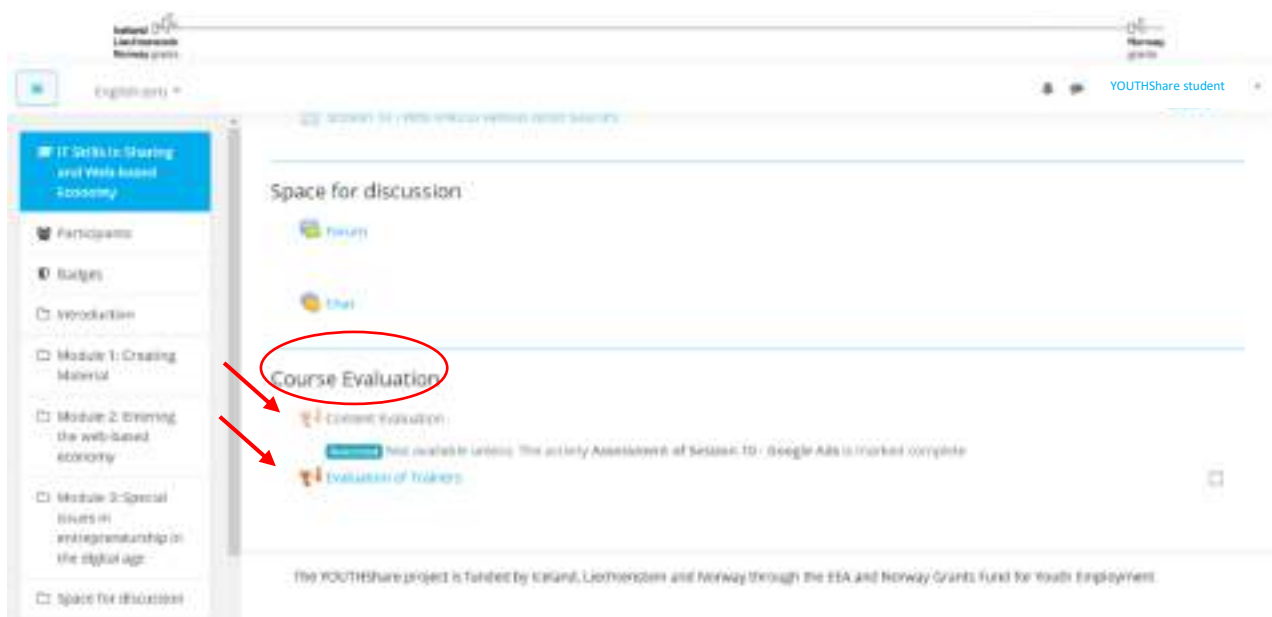
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Enter the quiz and select the correct answer(s). **Submit your responses** and move to the next session. In case you do **not pass** the assessment, you need to **complete this again**. Wrong answers are indicated. You have unlimited amount of attempts and there is no time limit to complete the assessment.

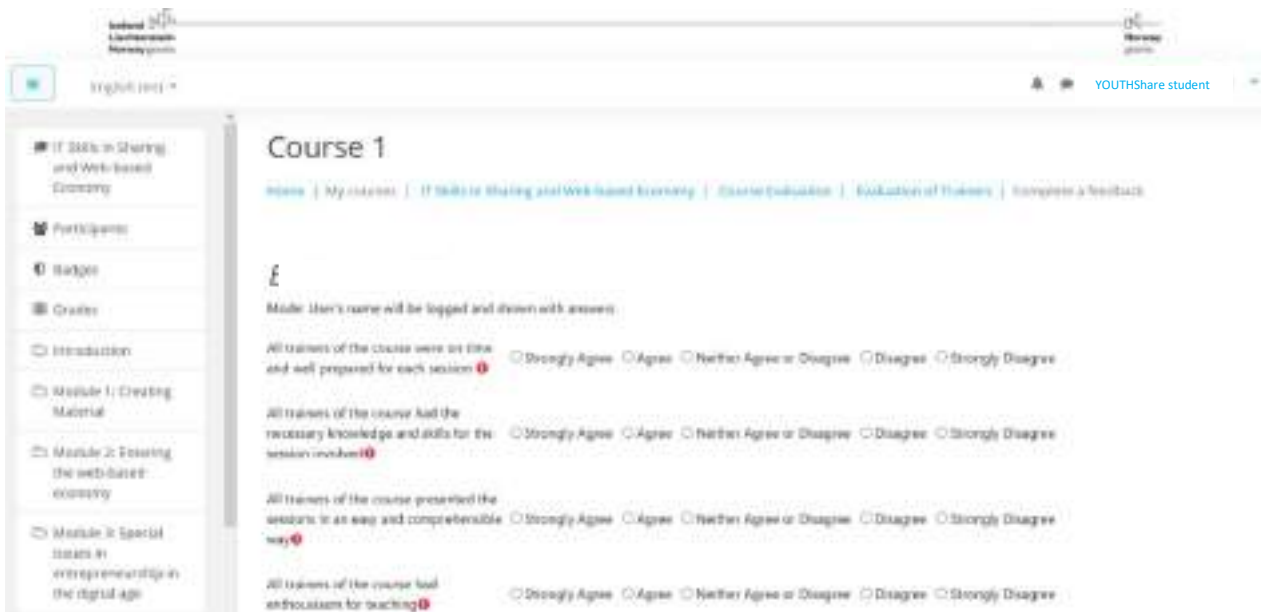


Evaluation

You should **complete and submit your feedback** for both the **Content Evaluation** and the **Evaluation of Trainers** before you can move to the next course.



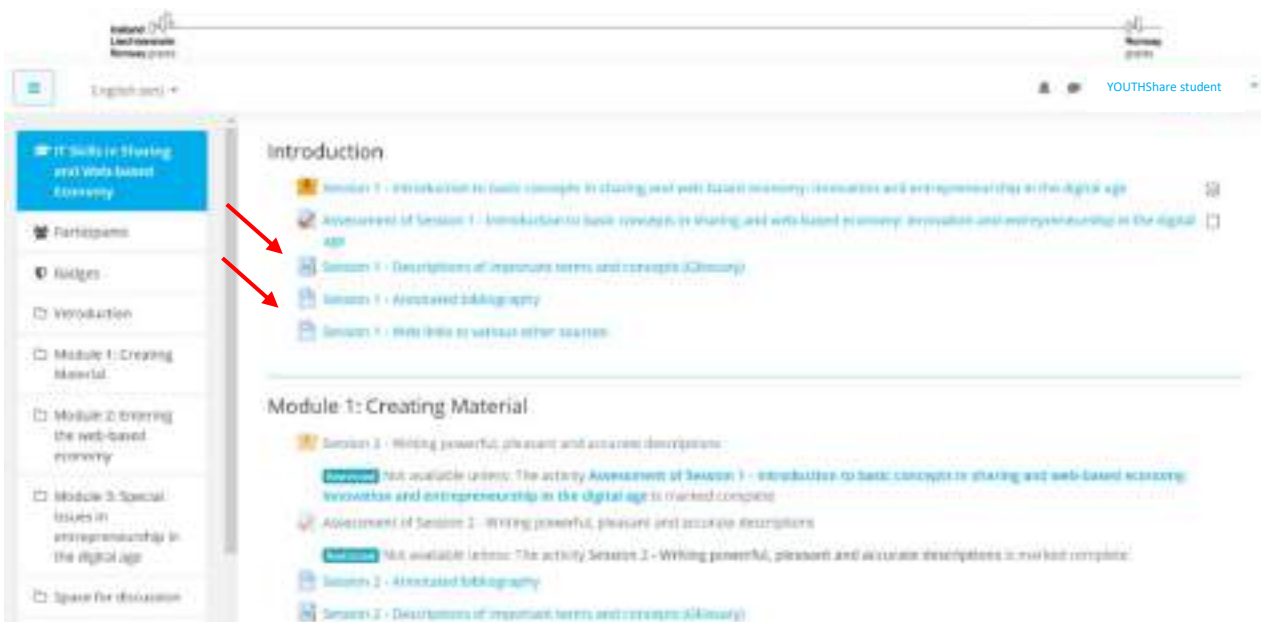
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Note: For each course to be completed, you should study all 10 sessions, pass the assessments and complete the course’s evaluations.

Glossary, Bibliography and Other Useful Sources

At the end of each session you may find the relevant **glossary**, **bibliography** and **other useful sources** to support your study.



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This screenshot shows the 'Course 1' page for 'Session 1 - Descriptions of important terms and concepts (Glossary)'. The page title is circled in red. The left sidebar contains a navigation menu with 'Introduction' selected. The main content area includes a search bar, a 'Add a new entry' button, and a list of glossary entries. The first entry is 'Business Model Canvas (BMC)', which is described as a template for developing business models for new companies or analyzing the models of established businesses. It consists of 9 segments (boxes), allowing you to lay down your model step by step. It is designed to allow you to determine and understand all the crucial aspects of your new business.

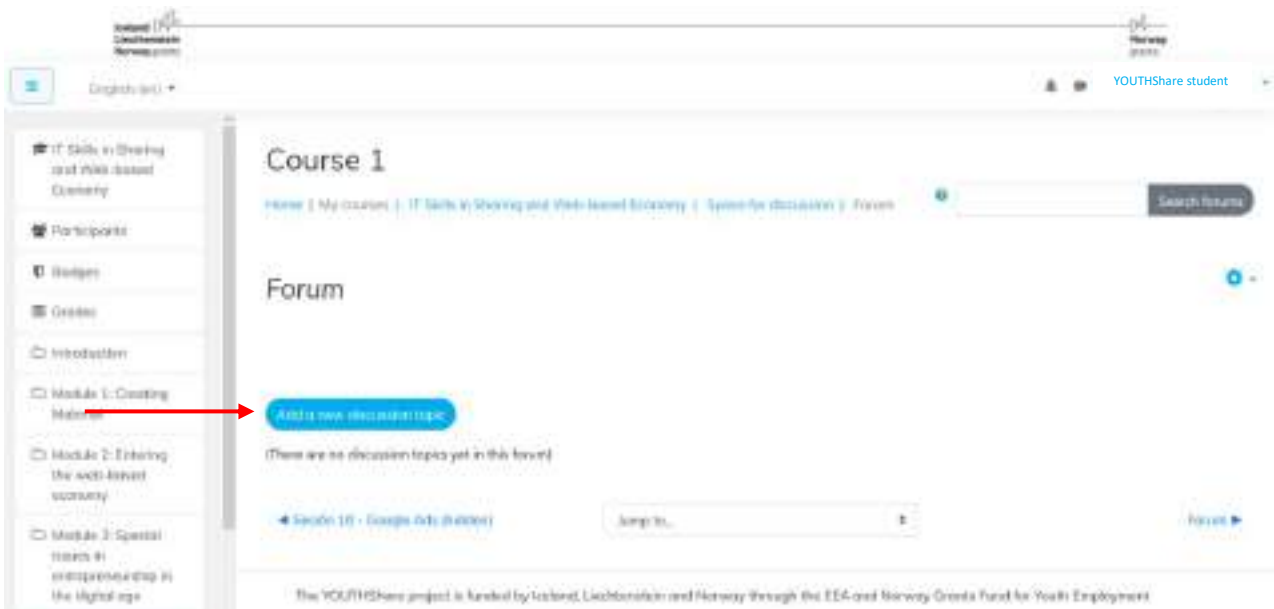
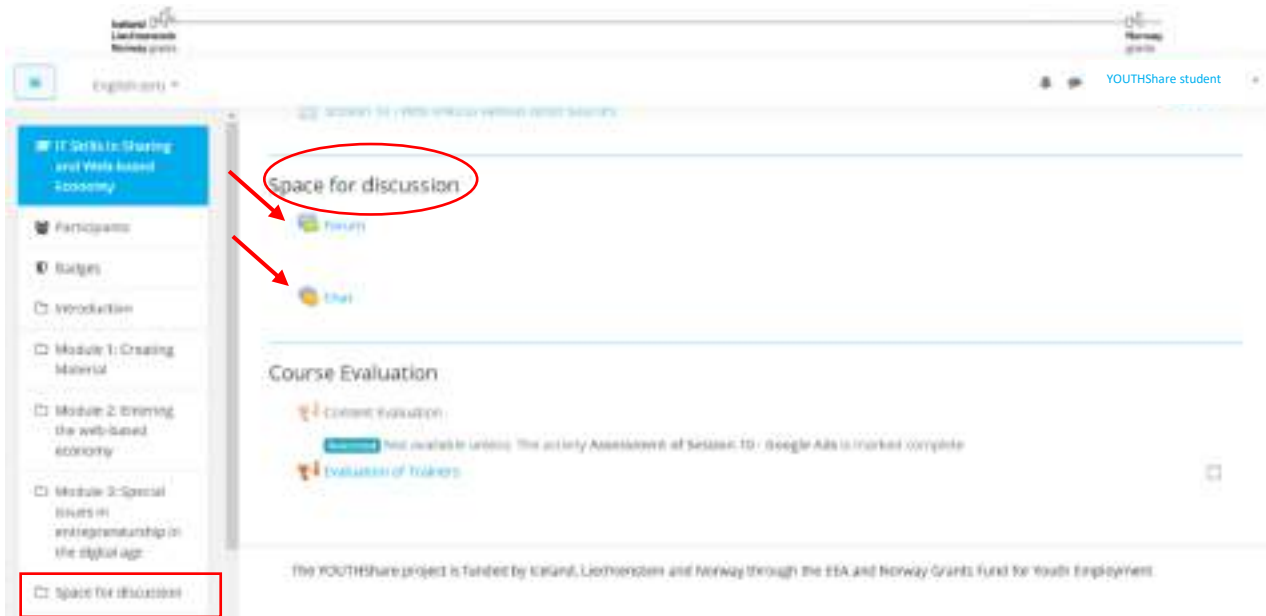
This screenshot shows the 'Session 1 - Annotated bibliography' page. The page title is circled in red. The left sidebar contains a navigation menu with 'Module 1: Introduction to labour markets and new forms of employment' selected. The main content area includes a 'Back to module' button, a 'Topic 1: Human labour in the past and present' section, and a list of references. The references include 'The importance of labour in shaping human societies: brief theoretical reflections and historical data' and 'Work and Labour: History of the Concept'.

This screenshot shows the 'Session 1 - Web links to various other sources' page. The page title is circled in red. The left sidebar contains a navigation menu with 'Introduction' selected. The main content area includes a 'Back to module' button, a 'Title of the list: The new dimensions of the sharing economy' section, and a list of references. The references include 'The new dimensions of the sharing economy' by Oudiz M. (2015).

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Space for discussion- Forum/ Chat

Add a topic for discussion in the Course's **Forum** and/ or **Chat** to interact with your fellow users and/ or trainers.



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Badges

With the completion of each Module and each Course, you receive a **Badge as a reward** for the progress you have made. To see your badges at a specific course, access the 'Badges' section of the specific course. To see all badges you have received you should go to your profile.

Course 1: Badges
Number of badges available: 4

Image	Name	Description	Criteria	Issued to me
	Module 3 - Special issues in entrepreneurship in the digital age	Badge for completing Module 3 - Special issues in entrepreneurship in the digital age	Users are awarded this badge when they complete the following requirement: <ul style="list-style-type: none"> • ALL of the following activities are completed: <ul style="list-style-type: none"> - "Quiz - Assessment of Session 8 - Crowdfunding a way to raise your own funds" - "Quiz - Assessment of Session 10 - Google Ads" 	+
	Module 2 - Entering the web-based economy	Badge for completing Module 2 - Entering the web-based economy	Users are awarded this badge when they complete the following requirement: <ul style="list-style-type: none"> • ALL of the following activities are completed: <ul style="list-style-type: none"> - "Quiz - Assessment of Session 5 - Selecting a sharing platform" - "Quiz - Assessment of Session 6 - Create your own webpage" - "Quiz - Assessment of Session 7 - Customize your webpage" 	

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Soft Skills and Additional training materials

Here you may find useful material and content to **support your personal development.**

The screenshot displays the YOUTH Share platform interface. At the top, there are logos for Iceland, Liechtenstein, and Norway grants. The main header reads "YOUTH Share". Below this, the page title is "Soft skills for young people & Additional training materials".

The interface includes a left-hand navigation menu with the following items: "Soft skills for young people & Additional training materials" (highlighted), "Participants", "Badges", "Grades", "Module - Development of Soft Skills for young people", "Additional Materials", "Home", "Dashboard", "Calendar", and "My Profile".

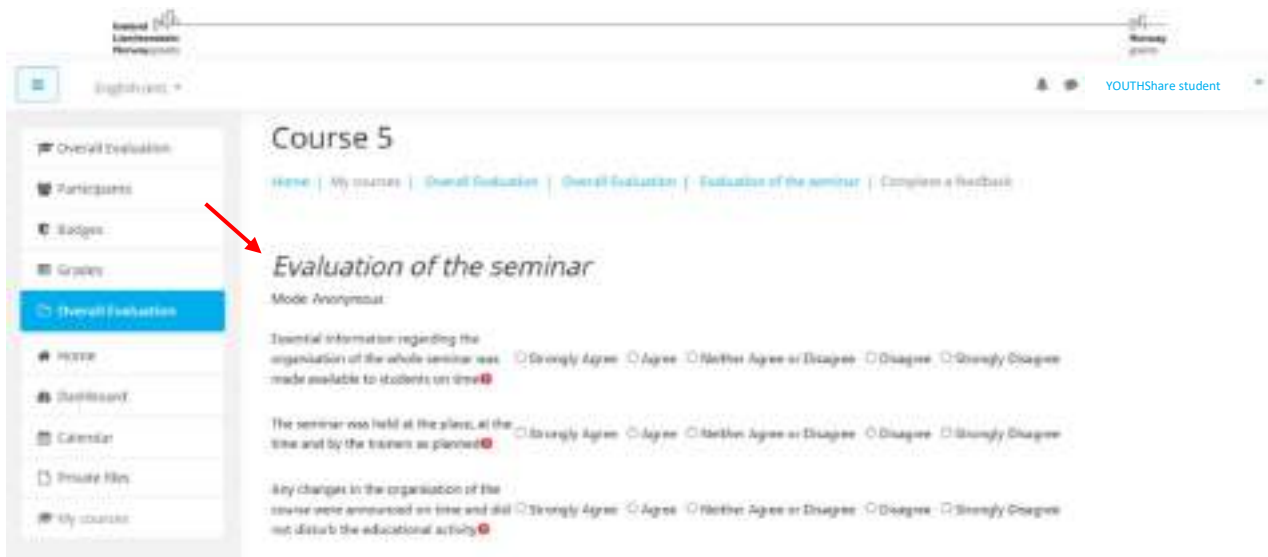
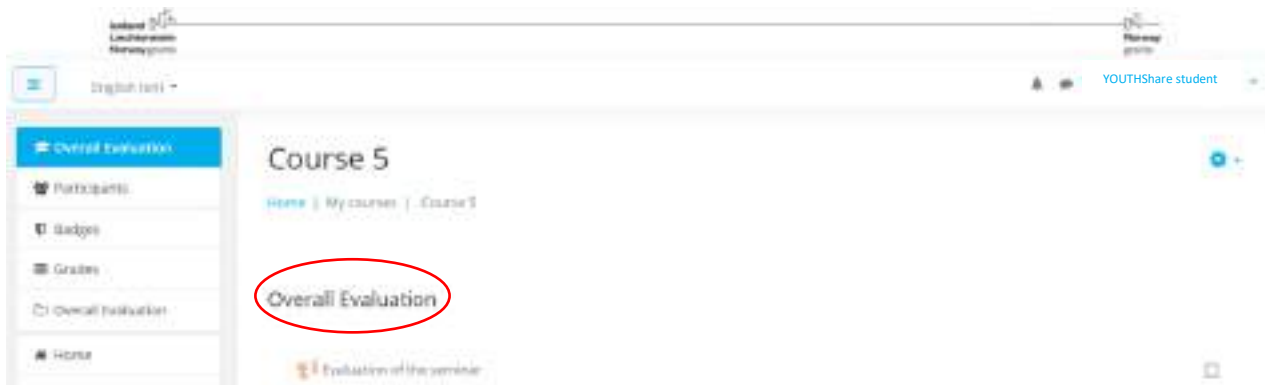
The main content area is titled "Soft skills for young people & Additional training materials" and contains the following sections:

- Description and Key Concepts of the Course:** This section provides an overview of the module, which consists of two sessions. It aims to introduce young people (especially those not in education, employment, or training - NEETs) to the importance of soft and/or social skills in today's labour market. The demand for these skills will continue to evolve together with the needs of economic and labour markets. Based on simple learning activities, both of these sessions aim to familiarise participants with the importance of soft skills and how to improve their in order to gain access to more and better opportunities within the labour market. The module starts with a presentation of some key studies which reveal that there is a gap of soft skills and identify what employers have been looking for in the labour market (OECD/ETP/CEPR) and focusing on Emotional Intelligence and its key components. Understanding the various and diverse terms used in the literature on social skills and creating the unique set of social skills of each participant, will enhance their learning abilities. Completing both sessions, and with the use of (not formal educational activities, learners are going to integrate a set of social skills like: communication, teamwork, creativity, critical thinking, conflict resolution and interpersonal relations.
- Module - Development of Soft Skills for young people:** This section lists two sessions:
 - Session 1 - Discover your 'Emotional Intelligence', A brief introduction**
 - Session 2 - Teamwork and creativity**
- Additional Materials:** This section lists several resources for ice-breaking activities:
 - Energisers - Ice Breaking Activities** (Source: Scissor Lab)
 - 20 Icebreaker Games to Make Your Next Meeting Fun!** (Source: Project Manager)
 - Fun Ice Breaker Questions for Meetings** (Source: The Balance Careers)
 - 20 Icebreaker Games to Make Your Next Meeting Fun!** (Source: Project Manager)
 - 15 Best Icebreakers for Meetings** (Source: HUGHI)
 - Ice Breakers: Getting Group Contributions** (Source: Mind-Tribe)

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Overall Evaluation

To receive the Certificate you should also **complete the overall evaluation**. Enter the Course, answer the questions and submit your feedback.



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Certificate

When all courses and the overall evaluation are completed, the Certificate course is unlocked for you to enter. **Press 'View certificate' to download your Certificate of completion.**



Congratulations, for completing the Training Package of
“The Concepts and Tools in Social, Sharing and Resilient Economy”.