



## **MIL SKILLS**

**«Media and Information Literacy skills of adults to develop critical thinking and combat fake news»**

# **Mil Skills Course Syllabus**



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## ***Course Overview***

### **Introduction**

In today's rapidly evolving digital landscape, media and information literacy (MIL) skills are fundamental. MIL includes the ability to access, analyze, evaluate, and effectively use information from a variety of sources. With the overwhelming amount of information available, distinguishing between credible and unreliable sources, especially identifying fake news or propaganda, has become increasingly difficult, especially among older people.

The COVID-19 pandemic has also drastically changed the educational landscape, making it necessary to adapt teaching methods to incorporate digital technologies. The MIL Skills project aims to address these needs and challenges by promoting responsible and ethical engagement with digital media, by empowering older people and adult educators to critically analyze information and exercise ethical digital citizenship.

MIL Skills Training Workbook is introduced as an innovative and comprehensive educational program and materials focused on enhancing media and information literacy skills for senior citizens and adult educators.

MIL Skills Training Workbook is designed as a blended learning experience, combining face-to-face sessions with online components to ensure it is engaging and accessible to the target group. It includes a comprehensive syllabus, detailed training plan, learning outcomes, and participant materials. Additionally, resources for adult education trainers, such as guidebooks, best practices, and case studies, are provided, along with learning assessment tools. Each module covers different topics and incorporates a variety of formats, including short video lessons, PowerPoint presentations, and supplementary readings. All resources are accessible via the MIL SKILLS e-learning platform.

### **Learning Objectives**

- Develop an upskilling pathway to empower seniors and adult educators with MIL skills, enhancing their self-reliance in digital technologies, promoting independence, and preserving dignity.
- Improve MIL competencies across Europe, fostering a digitally literate society.
- Increase the capacity of adult trainers and adult education organizations to develop and assess the knowledge, skills, and attitudes in the digital society and the availability of high-quality learning opportunities for adults.
- Strengthen adult trainers' capacity to assess and build seniors' digital skills, increasing access to high-quality learning opportunities.
- Equip seniors and educators with the ability to critically evaluate media sources and encourage intergenerational learning and cooperation in developing MIL skills.

### **Target Groups**

The target groups that the MIL SKILLS project focuses on are the following:

Direct target group

- Low-skilled senior citizens aged 55+

Secondary target group

- Adult educators and adult education organizations focused on upskilling and increasing the ICT

- and digital competence of the capacity of the direct target group.
- Public organizations active within the field of supporting adult education systems.

## **Course Structure**

The methodology for developing the training course is tailored to address the specific needs of low-skilled seniors aged 55+, adult educators, and organizations dedicated to enhancing ICT and digital competencies among seniors. It also targets public organizations supporting adult education systems and relevant stakeholders.

The primary objective is to equip seniors 55+ with essential skills and a comprehensive understanding of media and information literacy. To achieve this, the training curriculum is organized into 6 modules, each comprising detailed chapters that address the challenges seniors face in engaging responsibly and ethically with digital media.

The approach emphasizes flexibility, enabling participants to learn at their own pace over an extended period. Additionally, the course uses online resources, all accessible through the MIL Skills e-learning platform.

An overview of the structure can be seen below:

- Module 1: Navigating digital devices and tools for seniors.
- Module 2: Evaluating online information credibility.
- Module 3: Protecting personal information.
- Module 4: Recognizing and avoiding online threats.
- Module 5: Responsible digital communication.
- Module 6: Understanding digital rights.

## ***Content Details***

### **Module 1 - Navigating digital devices and tools for seniors**

#### **Summary**

Module 1 is tailored to empower seniors with fundamental digital skills and awareness of their digital rights. These rights, which include privacy, freedom of expression, and access to information, are the cornerstones of navigating the online environment with confidence. Understanding these principles allows individuals to use smartphones, tablets, PCs, and online platforms such as Facebook, and Instagram, and communication apps like WhatsApp and Messenger with greater ease and safety.

#### **Aim and Learning Outcomes**

By participating in this module, learners will:

- Gain basic knowledge of digital devices and tools, enabling safer and more confident use.
- Understand the importance of privacy and data protection, learning how to safeguard their personal information.
- Advocate for their right to access digital resources, promoting a sense of inclusion and equality in the digital landscape.

### **Module 2: Evaluating online information credibility.**

## **Summary**

Module 2 covers strategies for evaluating credible sources online using the CRAAP Test (Currency, Relevance, Authority, Accuracy, and Purpose) and the SIFT Method (Stop, Investigate, Find better coverage, Trace claims). It emphasizes assessing authorship, publication, and expertise to determine credibility, along with key reliability criteria such as objectivity, consistency, and evidence. By applying these techniques, individuals can critically analyze information and make informed decisions.

## **Aim and Learning Outcomes**

By participating in this module, learners will:

- Evaluate online content for accuracy, bias, and credibility using fact-checking techniques.
- Explain key concepts of online information security, including encryption, secure connections, and data privacy.
- Identify common cyber threats such as phishing, malware, and social engineering attacks.
- Understand the importance of data protection and how to safely manage personal information.
- Utilize strong passwords, two-factor authentication (2FA), and other security tools to protect sensitive accounts.
- Recognize warning signs of suspicious links, emails, and websites.

## **Module 3: Protecting personal information.**

### **Summary**

Module 3 focuses on helping seniors protect their personal information online. It covers key concepts like digital identity, the dangers of oversharing, and practical steps for securing accounts. Through relatable examples and hands-on exercises, learners will gain insights into avoiding scams, securing privacy settings, and safe browsing practices. The module offers simple tips for navigating social media, identifying secure websites, and staying safe on public Wi-Fi.

### **Aim and Learning Outcomes**

By participating in this module, learners will:

- Understand the concept of digital identity and recognize its components, significance, and the potential risks associated with exposing personal information online.
- Identify common cyber threats such as phishing, identity theft, and data breaches, and understand how these risks can impact personal and professional lives.
- Create and manage strong passwords to enhance account security effectively.
- Adjust privacy settings on social media platforms to control access to personal information and reduce unwanted exposure.
- Adopt secure browsing habits by identifying encrypted websites, clearing browsing data, and implementing tools such as virtual private networks (VPNs).
- Evaluate the risks of using public Wi-Fi networks and apply strategies to ensure secure online activity in public spaces.

## **Module 4: Recognizing and avoiding online threats.**

### **Summary**

Module 4 aims to explore the most common cyber threats that seniors may encounter and other harmful phenomena associated with Internet use. This Module will also provide practical tips, activities, and guidelines on adopting good practices and behaviors for safe online engagement, with a strong emphasis

on adhering to the principles of netiquette.

### **Aim and Learning Outcomes**

By participating in this module, learners will:

- Understand the main harmful phenomena, risks, and threats that can occur online.
- Recognize and identify different types of cyber threats and their characteristics.
- Learn the principles of netiquette and practice for safe and responsible use of the internet.

## **Module 5: Responsible digital communication.**

### **Summary**

Module 5 equips senior citizens and adult educators with essential skills for effective and responsible communication in the digital age. The module covers the fundamentals of email and messaging apps, ethical social media practices, and strategies to maintain mental well-being while engaging online. By developing these competencies, participants will confidently navigate digital communication platforms, fostering respectful interactions and creating a balanced online presence.

### **Aim and Learning Outcomes**

By participating in this module, learners will:

- Understand the unique features and appropriate uses of each platform.
- Create, organize, and efficiently navigate email accounts to streamline digital communication.
- Master key features such as sending messages, making calls, and utilizing group chats for personal and professional use.
- Practice respectful communication and avoid behaviors such as cyberbullying and trolling.
- Identify signs of unhealthy social media habits and understand their effects on mental well-being.
- Set healthy boundaries, manage screen time, and curate a supportive and inspiring social media feed.

## **Module 6: Understanding digital rights.**

### **Summary**

Module 6 focuses on key digital rights and principles, emphasizing that certain rights extend to the digital space, including the right to access, the right to privacy, and the right to information. These rights are fundamental to ensuring that individuals can navigate the digital world safely and freely. The General Data Protection Regulation (GDPR) is a key framework that safeguards personal data, giving individuals more control over their information and how it's used.

### **Aim and Learning Outcomes**

By participating in this module, learners will:

- Identify and explain key digital rights, including the right to access, privacy, and information.
- Understand how digital rights align with fundamental human rights.
- Recognize the principles and scope of GDPR as it pertains to data protection and privacy.
- Assess how digital rights impact individuals and organizations in the digital landscape.
- Apply GDPR principles to case studies, focusing on privacy, consent, and data processing.
- Raises awareness about protecting personal data and privacy online, aligning with GDPR and digital rights frameworks.