

LESSON PLANS FOR ADULT EDUCATORS/TEACHERS/TRAINERS

Module Name: Communication & Collaboration	
Topic 2 Title: Social media	
Lesson Plan 10 – Set up your Facebook profile	
Duration: 90 minutes	
Aim	The main goal of this lesson plan is to provide all the necessary information how to set up your Facebook profile
Target Group	Adults (seniors)
Facility/ Equipment	<ul style="list-style-type: none"> ● Classroom ● Internet access ● Projector ● White board
Tools/ Materials	<ul style="list-style-type: none"> ● Handout 1
Main Tasks	<p>1. Task 1: Log in to your Facebook account</p> <p>1.1 Adult trainers should explain to students how to log in to their Facebook account (20 mins)</p> <p>2. Task 2: Facebook account settings</p> <p>2.1 Adult trainers should explain to students how to change the account settings of their Facebook account (30 mins)</p> <p>2.2 Adult learners can change on their account settings:</p> <ul style="list-style-type: none"> ● Profile photo ● Cover photo

	<ul style="list-style-type: none"> ● Privacy settings for example who can see your posts, how people can find you and contact you etc. ● Viewing and sharing for example who can post on your profile, who can see posts that you're tagged in on your profile etc. ● Block users or block messages ● Language ● Notifications for comments, tags, reminders, friend requests etc. <p>3. Task 3: Change Facebook account settings</p> <p>3.1 Adult trainers should explain to students what changes they need to do in their Facebook account (see Handout 1) (30 mins)</p> <p>4. Task 4: Wrap-up (10 mins)</p>
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HANDOUT 1: Change Facebook account settings

- Change your profile photo
- Change your cover photo
- Change the language – Greek
- Change the notifications:
 - Comments: Turn on Push
 - Tags: Friends
 - Friend requests: Turn on Push
 - More activity about you: Turn off

