

LESSON PLAN 1

Module Name: Problem solving	
Topic Title: Solving Technical Problems	
Lesson plan 1 – The computer guide	
Duration: 60 minutes	
Aim	This lesson plan is an introductory session about how to use the computer guide. The main goal of this lesson plan is to provide all the necessary information to adult learners about how to use the different computer guides and try to solve basic problems through them.
Target Group	Adults (seniors)
Facility/ Equipment	<ul style="list-style-type: none"> ● Classroom ● Internet access ● Projector ● White board
Tools/ Materials	
Main Tasks	<p>1. Task 1: Introduce the Computer Guide (20 mins)</p> <p>1.1 Show the different type of guides (Microsoft Word guide, Google Chrome guide, Outlook guide, etc.).</p> <p>2. Task 2: How to perform a research using the Computer Guide (30 mins)</p> <p>2.1 Explain how to navigate within a Computer Guide</p>



	<p>2.2 Ask students to identify a problem they have experienced when using a specific computer programme.</p> <p>2.3 Ask students to perform a research to identify possible solutions to the previous problem using the computer guide</p> <p>2.4 Ask students to follow steps by steps the indications proposed by the Guide</p> <p>3. Task 3: Wrap-up (10 mins)</p>
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