



Tempus



COURSES DESCRIPTIONS

UNIVERSITY OF THE THIRD AGE EDUCATION OF
DONETSK STATE UNIVERSITY OF MANAGEMENT

Complied by :

- Khaletska A.A. - Director of the Centre of Third Age Education of DSUM, Doctor of Science in Public Administration, Professor
- Stoyka A.V. - Head of the Tourism and Logistic Department of DSUM, Doctor of Science in Public Administration, Associate Professor
- Luybchuk O.K. - Professor of the Humanitarian Disciplines Department of DSUM, Doctor of Science in Public Administration, Professor
- Dragomirova E.S.. - Administrator of the Centre of Third Age Education of DSUM, Associate Professor of the Tourism and Logistic Department of DSUM, PhD, Associate Professor
- Akhmedova E. O. - PhD in Public Administration, Associate Professor
- Chechel A.A. - Head of Public Administration Department of DSUM, PhD in Public Administration, Associate Professor
- Petrenko E.V. - Lecturer of the Department of Mathematics and Information Technology of DSUM
- Vlasenko D.D. - Chief economist for the credit and retail banking PJSC "CREDIT AGRICOLE BANK"

COURSE I: «RETIREMENT BENEFITS AND SOCIAL PROTECTION: THE LEGAL AND FINANCIAL ASPECT»

Complied by: Vlasenko D.D., chief economist for the credit and retail banking PJSC "CREDIT AGRICOLE BANK"

The course "Retirement benefits and social protection: the legal and financial aspect" is aimed at improving the general legal literacy, competence and awareness of students of the University of the third age according to the pension system, the role and functions of banks in it, as well as banking products, aimed at providing financial security and Social Protection of the people of venerable age.

The main goal of the course "Retirement benefits and social protection: the legal and financial aspect" is to identify ways to improve the economic activity of students of the University of the Third Age through the intensification of the use of bank products and the formation of theoretical and practical knowledge in the field of legal regulation of pension and social protection of the venerable age.

The main objectives of the course are:

raising the general level of knowledge about banking reform and functioning of the system in the directions interesting to listeners;

orientation in the current legislation on matters of relevance to the people of venerable age;

raising awareness, implement legal education to help achieve positive change in the lives of people of venerable age by identifying and eliminating barriers to protect their rights, freedoms and legitimate interests.

Upon completion of this course, students will:

be able

work with reference and legal systems; orientate in the system of legislation and regulations governing the sphere of life of senior citizens and the banking system;

apply the legal knowledge in real-life situations;

defend their rights and legitimate interests in accordance with the Ukrainian legislation;

possess information regarding the social support the elderly, as well as the rules of succession, housing, civil and labor law, regulating vital functions of the older generation; especially the legal status of a working pensioner; types of economic fraud pensioners and ways to protect themselves from such crimes.

master:

skills to work with e-legal basis;

Use the skills of banking products in the Internet network to minimize the risks and maximize the use of all the opportunities offered by the banking sector to people of the older generation.

The course involves 75% of the total course of classroom work and 25% - extracurricular and independent.

Monitoring student achievement. There are several types of control: current and final. Monitoring is carried out at the end of each classroom activity. Final control evaluates the success of the course as a whole.

COURSE II «COMPUTER IS OUR ASSISTANT»

Complied by: Petrenko E.V., lecturer of the Department of Mathematics and Information Technology of DSUM

The course "Computer is our assistant" is made to enhance the computer literacy of students of the Centre of Education of the Third Age. It is aimed at building skills of finding, processing and systematization of information using modern computers and relevant, convenient and most sought-after programs. Content of the course "Computer is our assistant" is the basis of the competence of students in terms of information provision of everyday life.

The main goal of the course is to study the formation of the current level of audience information and computer culture, the acquisition of practical skills to work with modern computer technology and the use of information technology to solve various problems in their daily lives.

The main objectives of the course are: the generation of knowledge of basic categories of computer science and computer engineering, software and hardware information technologies; develop the ability to work in an environment of the operating system WINDOWS, use file managers, utilities and operations; theoretical and practical training of students of technology creation and processing of text documents in the editor MS WORD; create, edit and display presentations using the program MS Power Point; the use of the global network and information resources.

Upon completion of this course, students will:

know:

the basic concepts of computer science (information, communication, etc.); the general structure of the personal computer, the purpose and principles of its basic parts and peripherals; variety of software; purpose operating system and basic functions of the operating system for example Windows; the appointment and possible text editor MS Word; purpose and possibility of the global network Internet;

be able to:

use a computer and peripheral devices (keyboard, mouse, printer, monitor); organize effective conservation information; to carry out basic operations with files and directories (move, copy, rename, delete); use standard program Windows (Notepad, Calculator, Paint, WordPad); use the MS Word for the preparation of text documents; carry out the insert in MS Word document tables, formulas, drawings, documents and objects of other programs; archive and unzip files and folders; use anti-virus software to detect viruses and neutralization; proper use of the Internet network.

Teaching discipline provides the following forms of organization of educational process: workshops, consultations, interactive communication in small groups.

75% of the total course is classroom work and 25% is self-study.

Control of student achievement: monitoring progress in the form of test questions.

COURSE III «GOOGLE FOR HELP" OR HOW TO GET INTO "NETWORK" OF COMMUNICATION "

Complied by: Dragomirova E.S., Associate Professor of the Tourism and Logistic Department of DSUM, PhD, Associate Professor

The course «Google for help" or how to get into "network" of communication" is aimed at forming social skills through modern communication engine - computer, i-Pad, modern language acquisition loans, slang and special words used by different social groups in network resources – «Classmates», «VKontakte», «FaceBook» and others.

The main goal of the course «Google for help" or how to get into "network» communication" is the development of communicative competence of students to the level of free communication with the target social groups and the acquisition of skills to use communication tools for educational, cultural, entertainment and economic goals.

The main objectives of the course are:

formation of ideas about the modern system of communications and identify the needs of the audience;

setting goals and objectives for the proper search of various kinds of information (tips and recipes, the regulatory framework, fiction, entertainment);

acquire communication skills through modern programs and slang lexicon depending on the needs and capabilities of interlocutors;

expanding the range of information sources to effectively achieve the communicative goals without negative consequences.

The expected result for students. Upon completion of this course, students will:

know / understand:

terminology of the various aspects of communication and its targets;

main methods of increasing the effectiveness of communication.

be able to:

analyze and organize information from the communicative environment;

build an algorithm for constructing dialogue and technology challenges of establishing communication and effective choice of communication tools to address them;

The course provides the following forms of organization of educational process: the presentation of the lecture with the analysis of categorical apparatus, models and communication systems; visits to museums and exhibitions, participation in forums, chat rooms, live registration pages in a magazine or online simulations associated with the emergence of communication barriers and finding solutions to overcome them; extracurricular contact with various social groups to the development of practical skills obtained.

50% of the total course is classroom work and 50% is self-study.

Monitoring student achievement. There are several types of control: current and final. Monitoring is carried out at the end of each lesson. Final control evaluates the success of the course as a whole.

COURSE IV: ENGLISH IS NOT ONLY THE LANGUAGE

Complied by: Akhmedova E. O., PhD in Public Administration, Associate Professor

The aim of the course “English is not only the language” is the development of communicative competence of students to the elementary level of English language A1 (Can understand and use familiar everyday expressions and very basic phrases aimed at the satisfaction of needs of a concrete type. Can introduce him/her and others, can ask and answer questions about personal details such as where he/she lives, people he/she knows and things he/she has. Can interact in a simple way provided the other person talks slowly and clearly and is prepared to help) in accordance with the Common European Framework of Reference for Languages.¹

The main objective of the course is the development of communicative competence (verbal, linguistic, socio-cultural, compensatory) corresponding to the elementary level of the English language (A1).

Upon completion of this course, students will:

know/understand:

the meaning of new lexical units related to the topics of the course and relevant communication situations, using evaluative vocabulary;

the meaning of a few simple grammatical structures and sentence patterns;

be able to:

Speaking: communicate in everyday situations; talk about themselves and their plans; talk about private environment. Listening: understand phrases and expressions related to areas of most immediate priority (e.g. very basic personal and family information, shopping, local geography, employment) provided speech is clearly and slowly articulated. Reading: understand short, simple texts on familiar matters of a concrete type which consist of high frequency everyday or job-related language, understand everyday signs and notices: in public places, such as streets, restaurants, railway stations; in workplaces, such as directions, instructions, hazard warnings. Writing: write a simple personal letter, fill in the questionnaire, write personal information.

75% of the total course is classroom work and 25% is self-study.

New Headway Elementary (which includes a student book, a workbook, tests, the audio CD - authors Liz and John Soars, Oxford University Press) is used as the main textbook. A variety of supplementary materials, the Internet audio and video materials are also used.

Monitoring students' achievements. There are several types of control: current, intermediate and final. Current control is performed at the end of each lesson. Interim analysis is based on the results of the study of each unit. The final evaluation allows assessing the efficiency of learning as a whole.

¹ *Common European Framework of Reference for Languages: Learning, teaching, assessment. Council for Cultural Co-operation. Education Committee. Modern Languages Division, Strasbourg. – Cambridge University Press, 2010.*

COURSE V: «HEALTH IMPROVEMENT AND TOURISM»

Complied by: Stoyka A.V., Head of the Tourism and Logistic Department of DSUM, Doctor of Science in Public Administration, Associate Professor

The course "Health improvement and tourism" is aimed at promoting a culture of tourism and recreation by involving students in the process of development of the tourist routes on a geographical space of his native land and tourist destinations, the development of ideas about the system of its components. Tourism activity stimulates the acquisition of skills, abilities and autonomy that satisfies the educational needs of students. Powerful and inexhaustible source of spirituality, morality, and culture of the modern human is his love for his native land and his valuable wealth, respect for the traditions of the country.

The main goal of the course is to systematize the study of representations of the possibilities of improvement tourism at any age and level of capacity, the formation of students' knowledge of the geographical socio-economic development of concepts and ideas about the forms-based improvement in the components of the geographical space of the native land and tourist attraction places.

The main objectives are:

formation and systematization of ideas about tourism and its multiplier effect;

familiarization with the basic forms of health and ways to achieve a harmonious relationship between society and nature;

the formation of desire to know the identity of their native land tourism and enrich local history information on its historical, geographical and ethno-cultural characteristics, as well as the tourism potential of the regions of Ukraine.

familiarization with international experience of the tourists category 55+.

Upon completion of this course, students will **be able to**:

actively use the skills required for preserving and improving living environment, achieve harmonious relationship between society and nature;

actively participate in the development of tourism in the components of the geographical space of the native land;

plan and carry out activities related to cultural tourism and recreation.

25% of the total course is classroom work and 75% is self-practice-study (guided tours, excursions, eco-tourism, development of walking routes in the format of the game design and travel, etc.)

Monitoring student achievement. There are several types of control: current and final. Monitoring is carried out at the end of each classroom activity. Final control evaluates the success of the course as a whole.

COURSE VI: «YOGA 55+»

Complied by: Khaletska A.A., Professor of Public Administration Department of DSUM, Doctor of Science in Public Administration, Professor

The course is "Yoga 55+" is aimed at an audience that secures the deterioration of physical and psycho-emotional health, exacerbation of chronic diseases (asthma, bronchitis, allergies, diabetes, diseases of the spine, and many others), as well as wishing to have a healthy, beautiful and toned body, improve posture and strengthen the heart. The audience is invited to mastering simple exercises that require minor physical effort, but have a beneficial effect on the body, and are designed for people of all ages. The exercises do not harm even physically weak and frail.

The aim of the course "Yoga 55+" is the formation of students knowledge about healthy lifestyles, development and strengthening of practical skills of physical activity that contribute to active longevity.

The main objectives of the course are:

- formation of ideas about healthy lifestyles;
- familiarization with the basic components of active aging;
- development of skills aimed at improving efficiency and memory, impact on the body, toning muscles and joint mobility.

The expected result for students .

Upon completion of this course, students will be able to:

- use their ability on a regular basis to improve the skills of speed and power of breathing, enhance mental alertness and improve memory, have positive impact on body type, posture and active in the whole body, improve vision and hearing, stimulate cardiac activity, increase muscle tone and improve joint mobility, harmony and body flexibility;

- perform basic types of exercises that promote active longevity.

The course provides the following forms of organization of educational process: seminar-discussion on the basic components of a healthy lifestyle and active longevity, basic presentation of the therapeutic effects of the exercises, workshops, consultations with specialists, social events. It also provides types of medical control (objective) and self-control (subjective) state of the students. Upon completion of the course is expected to organize the Forum of students and Health Relay (run - for the age group 55-60, walking trails - for the age group 60+).

The course involves 75% of the total course of classroom work and 25% - extracurricular and independent (seminars, debates - 6 hours, presentation of the effects of exercise - 15 minutes before each class, practical training - weekly, independent work of students, a forum of students, Health Relay) .

Monitoring students' achievement. There are several types of control: current and final. Current control is performed at the end of each lesson. The final evaluation allows assessing the efficiency of learning as a whole (based on a comparison of measurements of parameters of health before and after the students' development of module "Yoga 55+").

COURSE VII: « EMOTIONAL BURNOUT: PREVENTION AND OVERCOMING»

Compiled by: Luybchuk O.K., Professor of the Humanitarian Disciplines Department of DSUM, Doctor of Science in Public Administration, Professor

The course "Emotional burnout: Prevention and overcome" is aimed at enhancing the behavioral repertoire of methods and techniques of prevention and overcoming burnout based on the understanding of its essence, the appearance of inappropriate influence on the emotional and personal response to overcome the tensions and conflicts in the family (at work). Identify symptoms formed burnout based on psycho-diagnostics, building an individual profile of burnout followed by interpretation is aimed at self of his fortune. The course presents the experience of correction of the syndrome with the use of music therapy, art therapy, job training for the development of reflection and communication skills aimed at creating new models to respond to certain problematic situations for students.

The aim of the course "Emotional burnout: prevention and overcoming" is formation of holistic ideas about the essence, the main kinds of emotional and mental states of the person; features of genesis and emotional burnout; expansion of the behavioral repertoire of methods and techniques of prevention and overcoming emotional burnout.

The main objectives of the course are:

formation of understanding of emotional burnout;

formation of ability of introspection, self-analysis of features of emotional burnout;

expansion of the repertoire of methods and techniques of prevention and overcoming emotional burnout.

The expected result for students .

Upon completion of this course, students will be able to:

know the nature of mental states, particularly flow stress;

analyze the primary symptoms of emotional burnout, identify factors that significantly affect to the pattern of behavior;

apply the methods of correction of the emotional burnout;

use music therapy, non-verbal communication techniques for the construction of adequate behaviors in stressful situations.

Contents cover a range of issues related to the study of the genesis and nature of stress, its stages and features of emotional burnout, its phases, symptoms, causes, ways for prevention and possibilities to overcome, application of music therapy.

The presentation module provides the following forms of organization of educational process: the presentation of the lecture with the analysis of phase of syndrome and symptoms of burnout; psychological testing; building of individual profile of emotional burnout with the interpretation; group form of training sessions on the development of reflexive and communication skills.

The course provides the following forms of organization of educational process: 4 hours for presentation, lecture and practical (psychodiagnostic component technology, music, corrective-developing component technologies), 8 hours for studies (in minimum) and independent work of students.

Monitoring students' achievement. Control of students' achievement: monitoring progress in the form of case studies.

COURSE VIII:: « TECHNOLOGY OF SUCCESS: THE LUCK»

Complied by: Chechel A.A., Head of Public Administration Department of DSUM, PhD in Public Administration, Associate Professor

The course "Technology of success: the luck" is aimed at the formation of a new model of personal behavior, adaptation to change by involving people of different age groups in the educational process throughout life as a condition to ensure a successful transition to a society based on knowledge, as well as to presenting the social experience on this issue in the society and implementation of various practical problems with an emphasis on new experiences, taking into account the achievements of modern science and technology.

The aim of the course "Technology of success: the luck" is aimed at the formation of a holistic view of knowledge management as a component of management, the accumulation of skills and knowledge necessary for the development and use of technologies of dynamic development of the individual; development of skills to identify the causes of internal conflicts, as well as the definition of algorithms to adapt to change through the generation, adoption and use of new knowledge

The main objectives of the course are:

formation of scientific concepts of knowledge management: explicit and implicit;
consideration of approaches to defining the objectives, effective goal setting;
designation of a point of personal development and ways of overcoming the internal conflicts, barriers to growth;
study of the factors and principles of synergetic processes in knowledge management;
formation of ideas about the ability to manage the intuition.

The expected result for students .

Upon completion of this course, students will be able to:

analyze the information flow, identify the factors that significantly affect at the decision-making model;
analyze the priority objectives;
detect the presence of internal conflicts, the barriers of creative development;
form a model of adaptation to change through knowledge management.

Contents cover a range of issues related to the study of goal setting as the basis of successful management achievements, the causes of internal conflict as a barrier to achieve the objectives, identifying signs of their presence, types, development of skills and awareness of the need to accept the changes, study the features of verbal programming and management skills, intuition (the use of signals subconscious).

The course provides the following forms of organization of educational process: lectures with analysis of specific situations, a game design, interactive communication in small groups, workshops and consultations.

The course involves 75% of the total course of classroom work and 25% - an independent and extracurricular work.

Monitoring students' achievements. There are several types of control: current, intermediate and final. Current control is performed at the end of each lesson. Interim analysis is based on the results of the study of each unit. The final evaluation allows assessing the efficiency of learning as a whole.