



FINANCIAL LITERACY  
THROUGH PUBLIC  
LIBRARIES



# FINLIT Platform Functionalities

Webinar for key trainers

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Hosting: Katarzyna Morawska

July 13, 2020

## Partners

# Financial literacy through public libraries

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## Experts



### Elka Zlateva

holds PhD in Political science from Sofia University. She is FINLIT coordinator for Bulgaria.

Mrs. Zlateva has expertise in research-based analyses in the areas of education and policy development. She is experienced lector and trainer, discussion moderator and workshop facilitator author of educational resources, toolkits, analyses, online courses. She is also working as educational expert within the center for excellence at the Bulgarian Academy of Science. Mrs. Zlateva has significant experience in project management, evaluation and monitoring on local and international level.



### Emil Stoyanov

holds a M. SC degree in Mathematics and Mechanics from the Faculty of Mathematics and Informatics, Sofia University St. Kliment Ochridski. He is Founding partner and CTO of Tetracom Interactive Solutions LTD, Sofia, Bulgaria, GM of Atlas Software Ltd, Sofia, Bulgaria Member of the Center for Educational Initiatives Association, Sofia, Bulgaria



## In this presentation

- FINLIT learning management system (LMS)
- FINLIT platform structure, roles, content
- FINLIT training of trainers



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# FINLIT learning management system

LMS, extensions, requirements



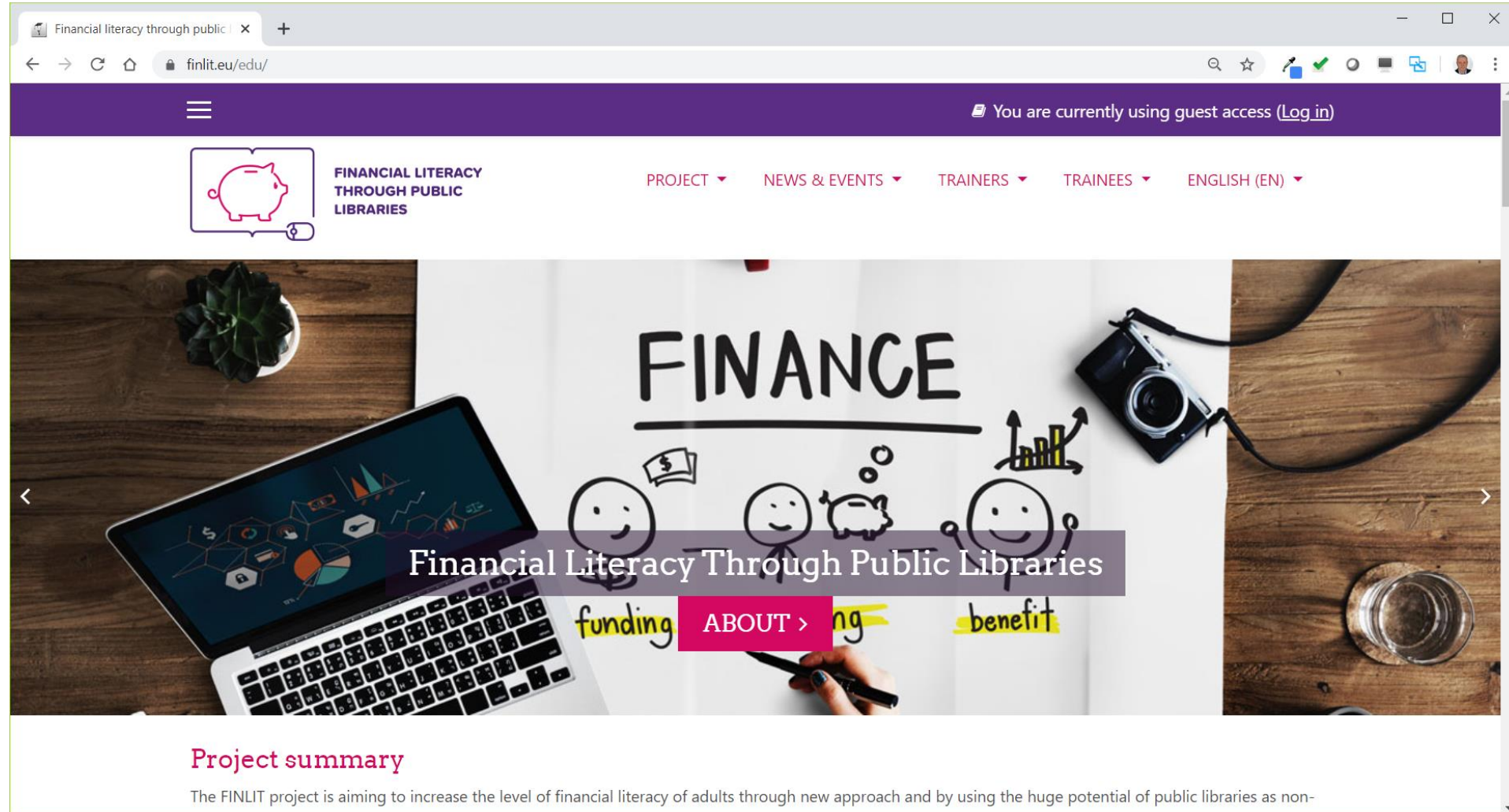
# Erasmus+

“**Blended education**, also known as **hybrid learning**, combines classroom and online education. In other words, this methodology integrates online with **traditional face-to-face** teaching activities in a planned, pedagogically valuable manner.

Significant parts of this process are computer-mediated activities. These activities will be developed and integrated into the main project outcome - open source educational platform, based on MOODLE.”

FINLIT  
project  
is  
about  
e-learning

# FINLIT learning environment





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## Multilingual platform

Bulgarian

Romanian

Slovenian

Polish

English



## Learning Management System - LMS

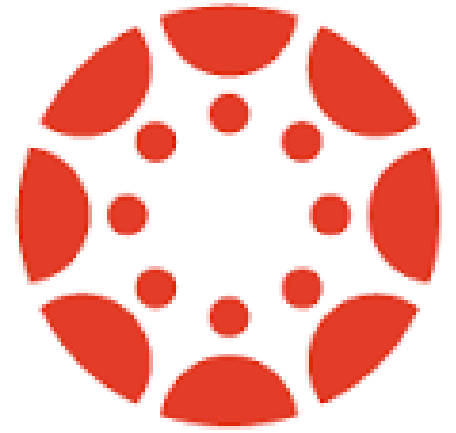
Learning management system (LMS) is a software application that is used to deliver online training. It allows to quickly create courses, enroll users easily and accurately report on learner progress.

# Purpose of the LMS

- LMS delivers and manages all types of content, including video, courses, and documents.
- It is used both in education and higher education markets, but is business too.

*“The time has come when you need to make a decision and find out not if but what kind of LMS would be the best option for your business.”*

*E-learning industry, 2020*





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## Advantages of LMS

- Saves time - the instructors can utilize that time to focus more on each individual's progress;
- Saves money - everything becomes digital, no need of notebooks, copies, etc.;
- Gives freedom to the user to learn from anywhere and increases mobility;
- Interesting - video tutorials, clips, gamification, etc.;
- Quick and accurate;



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## Disadvantages of LMS

- The impact of face-to-face interaction is reduced, as no gathering is required for learning;
- It increases the tunnel effect of learning, hence the scope of wide thinking may get reduced and the user may just see through LMS, thereby leaving many opportunities outside;
- Some students need motivation and encouragement to learn which will be missing and thereby credibility issues will be present;
- Technical equipment required;



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## Distance and blended learning

**The challenge of  
COVID-19**





# FINLIT Learning Platform is based on Moodle

## Why?

- Covers all project requirements
- Attractive visual design
- Everything is done in one place – project web site & learning platform
- Offers attractive learning experience with the Interactive content and Webinar modules
- No1 Open-Source Learning Management System
- Large community of users, good support
- Highly secure, highly extendable
- Strong community support
- Mobile App for users with Smartphones and Tablets

## FINLIT - Moodle+

FINLIT platform has some important extensions:

- Project information section
- News and events section
- H5P Interactive Content
- BigBlueButton Webinar



# FINLIT Learning Platform Extensions



## H5P Interactive Content

- Interactive Videos
- Presentations
- Games
- Tests and Quizzes
- ... and many more



# FINLIT Learning Platform Extensions – examples



Course: Training of Trainers online x +

finlit.eu/edu/course/view.php?id=4#section-6

DemoName DemoSurname

## Conflict management strategies

**5 conflict management strategies** are widely recognized, differing in the degree of readiness to cooperate with others or the degree of their own assertiveness and readiness to take care of their own interests.

On the next screens you will learn the details of individual strategies. Descriptions come from the article "Conflict Management" written by Shyam S Salim and Shinu AM (<http://eprints.cmfri.org.in/12222/1/Shyam%20S%20Salim%203%202017.pdf>).

The diagram illustrates five conflict management strategies arranged in a circle around a central 'COMPROMISING' strategy. The strategies are: COMPETING (top-left, orange), COLLABORATING (top-right, teal), COMPROMISING (center, blue), AVOIDING (bottom-left, dark blue), and ACCOMMODATING (bottom-right, green). The vertical axis is labeled 'ASSERTIVE' with 'High' at the top and 'Low' at the bottom. The horizontal axis is labeled 'COOPERATIVE' with 'Low' on the left and 'High' on the right.

Conflict management strategies matrix:

- COMPETING (High Assertiveness, Low Cooperativeness)
- COLLABORATING (High Assertiveness, High Cooperativeness)
- COMPROMISING (Medium Assertiveness, Medium Cooperativeness)
- AVOIDING (Low Assertiveness, Low Cooperativeness)
- ACCOMMODATING (Low Assertiveness, High Cooperativeness)

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# FINLIT Learning Platform Extensions

## BigBlueButton Webinar

- Supports real-time sharing of presentations (including whiteboard), audio, video, chat and screen;
- All content can be recorded for later playback;
- Create multiple Webinar sessions within any course;
- Restrict trainees from joining a session until a trainer (moderator) joins the session;
- Launch Webinar Session in a separate window;
- Schedule a Webinar - specify join open/close dates and hours for the session that appears in the platform's calendar;
- Record a session;
- Access, manage and display recordings within course

# FINLIT Learning Platform Extensions - BigBlueButton Webinars



The screenshot displays a BigBlueButton webinar session. The browser address bar shows the URL: `bbbe.cei-bg.org/html5client/join?sessionToken=0zww5p9pje4bwrw`. The webinar title is "BigBlueButton - BBB Webinar".

The main content area shows a presentation slide titled "Financial Literacy Through Public Libraries". The slide features a piggy bank icon, the text "FINANCE", and a diagram with the words "funding", "ABOUT", "ng", and "benefit". Below the diagram, it says "Project summary" and "the FINLIT project is aiming to increase the level of financial literacy of adults through new approach and by using the huge potential of public libraries as non-".

A video feed of a presenter, "DemoName DemoSurname", is visible in the bottom left corner. The bottom of the interface shows a toolbar with icons for chat, microphone, video, and screen sharing.

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## FINLIT offers different types of e-learning

### **Synchronous training**

Real time interaction of participants with an instructor via BigBlueButton

### **Asynchronous training**

No live interaction of participant with the instructor – online course



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## FINLIT structure and roles

web site structure, user roles, how to  
organize webinars

## FINLIT Web Site Structure

- PROJECT  
*Summary, Partners, Outcomes, Contacts*
- NEWS & EVENTS  
*News, News gallery, Calendar*
- TRAINERS  
*Online course, Webinars, Onsite course, Resources*
- TRAINEES  
*User guide, Basic modules (6), Advanced modules (6)*

## FINLIT - User roles 1/4

FINLIT Learning environment users can have the following roles:

- Administrators
- Country Administrators
- Key trainers & Assistant trainers
- Librarians – adult trainers
- Trainees – adult users

Each user can have several roles.

## FINLIT - User roles 2/4

### Administrators

They access and manage all platform features and aspects including textual content, pages, courses, webinars, users, configurations

### Country administrators

They create online courses in their country language, update course content, enroll users - trainers and trainees in a course, schedule webinars, access student performance and course statistics



## **FINLIT - User roles 3/4**

### **Key trainers & Assistant trainers**

They enroll trainees to their course, create and schedule Webinars, conduct webinars as moderators, access trainees performance and course statistics

### **Librarians – adult trainers**

They can access the platform, log in, enroll in a course, access course content, take tests and quizzes, participate in webinars

## FINLIT - User roles 4/4

### **Trainees – adult users**

They can access the platform, log in, enroll in a course, access course content, take tests and quizzes, participate in webinars

### **Guests/Visitors**

They can access the platform but do not log in, enroll in financial courses, see the news&events, read project info, visit partners pages



## BigBlueButton Webinar

- How to organize webinars?

A short online demonstration will show how to create and organize a webinar or online learning session within the platform.

A recorded video will be made available here afterwards.

## FINLIT Learning content

- Training programs for librarians as adult trainers
- Training program on financial literacy for adult users





## FINLIT Learning content

FINLIT Learning content consists of courses, each course consist of modules.

In order to access learning content in your language you will be either enrolled by your Country administrator or by your Trainer.

User can also enroll in and take a course simply by accessing it if self enrolment is enabled for this course.

## Learning courses



FINLIT Basic level EN

[ReadMore »](#)



FINLIT Advanced level EN

[ReadMore »](#)



Training of Trainers online

[ReadMore »](#)



Training of Trainers Onsite

[ReadMore »](#)



PL Szkolenie



BG: Курс за обучение



RO Curs online de



SL Tečaj za

## Calendar

« July 2020 »

| Mon       | Tue | Wed | Thu | Fri | Sat | Sun |
|-----------|-----|-----|-----|-----|-----|-----|
|           |     | 1   | 2   | 3   | 4   | 5   |
| 6         | 7   | 8   | 9   | 10  | 11  | 12  |
| <b>13</b> | 14  | 15  | 16  | 17  | 18  | 19  |
| 20        | 21  | 22  | 23  | 24  | 25  | 26  |
| 27        | 28  | 29  | 30  | 31  |     |     |

Activate Windows  
Go to Settings to activate Windows.



Type here to search



6:54 AM  
7/13/2020



# Explore course content, scroll down the page

The screenshot shows a web browser window with the URL `finlit.eu/edu/course/view.php?id=4`. The page has a purple header with a navigation menu on the left and a main content area. The left menu includes 'ToT online', 'Badges', 'Competencies', 'Grades', 'Goals of the course', 'Course's map', 'Support', 'How do adults learn?', 'Introduction to facilitation', 'Simple solutions to increase engagement', and 'Conflict resolution'. The main content area features a piggy bank icon and the text 'FINANCIAL LITERACY THROUGH PUBLIC LIBRARIES'. Below this is a navigation bar with links for 'PROJECT', 'NEWS & EVENTS', 'TRAINERS', 'TRAINEES', and 'ENGLISH (EN)'. The main heading is 'Training of Trainers online', followed by a breadcrumb trail: 'Dashboard / Courses / Educational Courses for Trainers / ToT online'. The section 'Goals of the course' lists four goals: raising knowledge about adult education, expanding knowledge on how to create educational situations, increasing knowledge about learning styles and roles of educators, and increasing knowledge about tools and techniques supporting adult education. At the bottom, there is a section for 'Course announcements'.

Course: Training of Trainers online x +

finlit.eu/edu/course/view.php?id=4

DemolsMyName DemolsMySurname

**ToT online**

- Badges
- Competencies
- Grades
- Goals of the course
- Course's map
- Support
- How do adults learn?
- Introduction to facilitation
- Simple solutions to increase engagement
- Conflict resolution

**FINANCIAL LITERACY THROUGH PUBLIC LIBRARIES**

PROJECT ▾ NEWS & EVENTS ▾ TRAINERS ▾ TRAINEES ▾ ENGLISH (EN) ▾

## Training of Trainers online

Dashboard / Courses / Educational Courses for Trainers / ToT online

### Goals of the course

Taking part in this **course** you may reach following **goals**:

- raising knowledge about adult education
- expanding knowledge on how to create educational situations
- increasing knowledge about learning styles and roles of educators
- increasing knowledge about tools and techniques supporting adult education

Course announcements

# Explore course content

Course: Training of Trainers online x +

finlit.eu/edu/course/view.php?id=4

DemolsMyName DemolsMySurname

## ToT online

- Badges
- Competencies
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- Conflict resolution

### Course's map

The course is divided into 6 modules. You can open any module you want, but for those who are just starting their adventure with adult education, we recommend following the suggested order.

List of modules:

1. How do adults learn?
2. Introduction to facilitation
3. Simple solutions to increase engagement
4. Conflict resolutions
5. Useful online tools for FE trainers
6. Code of ethics of FE trainers (educators)

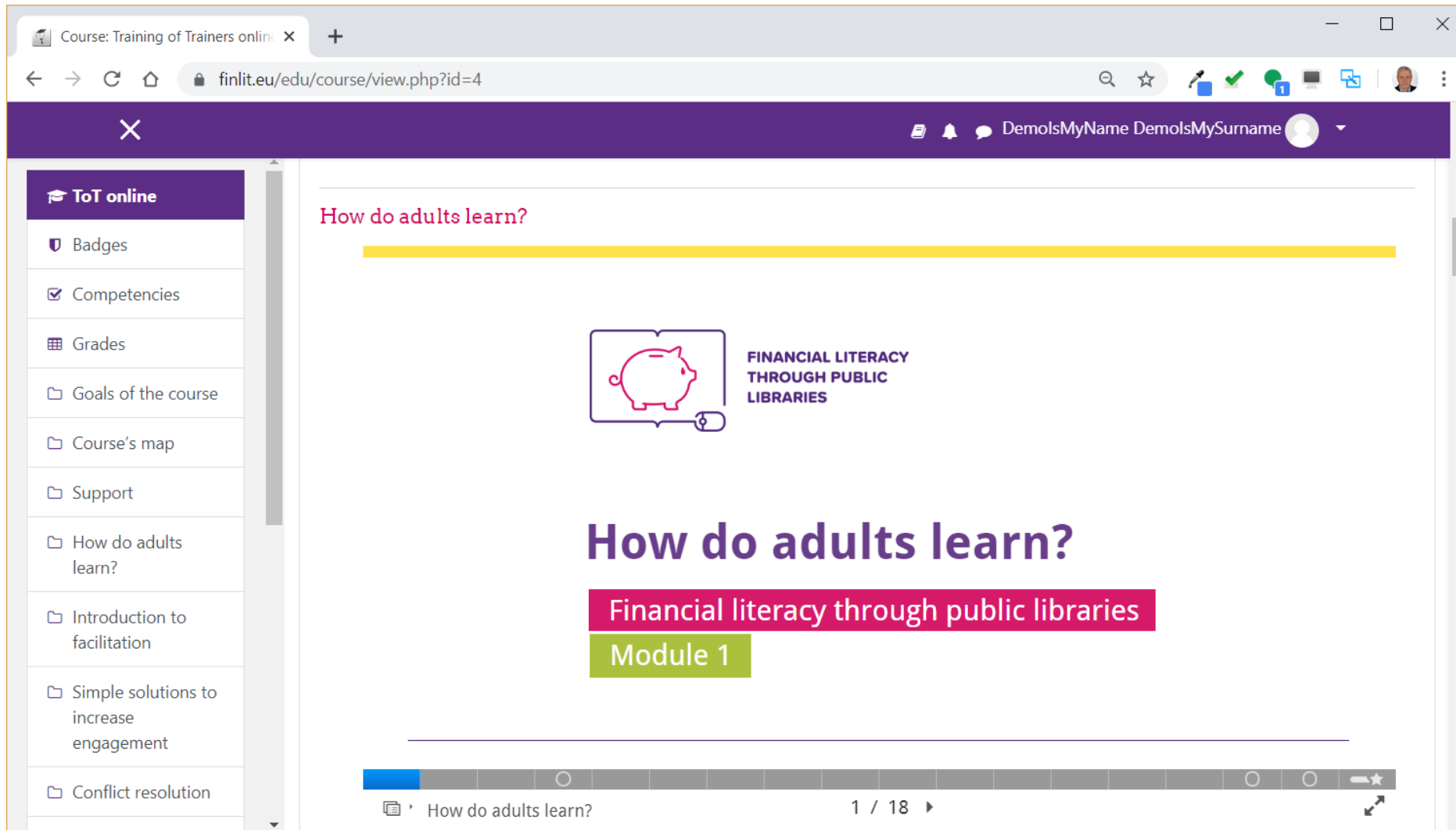
### Support

How to take this course. Each of the modules is represented in the form of presentation, consisting of slides. There are some graphical elements on some of the slides, there are clickable shapes and icons and there are tests and exercises in different format that open when you click on the exercise icon.

### How do adults learn?



# Read course content slide by slide, module by module



Course: Training of Trainers online x +


finlit.eu/edu/course/view.php?id=4

DemolsMyName DemolsMySurname

**ToT online**

- Badges
- Competencies
- Grades
- Goals of the course
- Course's map
- Support
- How do adults learn?
- Introduction to facilitation
- Simple solutions to increase engagement
- Conflict resolution

**How do adults learn?**

 **FINANCIAL LITERACY THROUGH PUBLIC LIBRARIES**

**How do adults learn?**

**Financial literacy through public libraries**

**Module 1**

How do adults learn? 1 / 18

# ToT Course structure

- Course map
- List of modules:
  - [How do adults learn?](#)
  - [Introduction to facilitation](#)
  - [Simple solutions to increase engagement](#)
  - [Conflict resolutions](#)
  - [Useful online tools for FE trainers](#)
  - [Code of ethics of FE trainers \(educators\)](#)
- Assessment test





# CERTIFICATE OF COMPLETION

To certify that

**Name Surname**

has successfully completed the online course for adults training in  
public libraries within the project *“Financial literacy in public libraries”*.

**Day/Month/Year**

**Certificate number**



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## Quiz



### EXERCISE

Open up the browser and visit FINLIT web site address:

<https://finlit.eu>

Explore course content 😊



# FINLIT Training of trainers

how to train librarians

## Practical steps

- schedule a training session;
- Invite participants;
- form groups;
- get them registered on the platform;
- assign them to the course - BG/RO/PL/SLO;



## Create a learning path – variant

- plan face-to face training;
- prepare agenda;
- ask them watch webinar 1 and 2 before the first meeting;
- conduct first meeting and present the agenda;
- give them time to make the online course alone or part of it;
- ask them watch webinar 3 and 4 before the first meeting;
- gather together for onsite training, print certificates and celebrate 😊



# Online training via the platform



The following workflow should be put in to place in order to conduct online training via FINLIT LMS platform:

1. Country administrator registers trainees as users in the platform with their emails, generates passwords and issues notification emails for the registration.
2. Key trainer enrolls trainees to - either Basic or Advanced level – course, separates them in to groups and assigns Librarian and Assistant trainers for each of the groups.
3. Key trainer creates and schedules Virtual classroom training sessions in the course for each of the trainee groups. Usually there should be an introductory session, at least one learning session per course module (6), and one closing session with verbal instructions for taking the assessment test and final discussion.
4. Librarian and Assistant trainers follow the online learning sessions schedule and conduct the learning process until the final session.





# Communication with librarians



Communication in the platform can occur in several communication channels as follows:

- Each of the courses has a discussion forum accessible on the top of the course where trainers and users can post messages, questions and answers.
- Trainers can send email messages to the trainees en masse in order to notify them for important developments, forthcoming learning sessions, etc.
- Trainers can record video and audio messages within the course that can be watched and listened by the trainees.
- Within the LMS platform there is a Virtual Classroom (BigBlueButton) where online face-to-face learning sessions can be conducted with engaged camera and microphone for each of the participants. The sessions can be recorded and made accessible for preview later on.



## Monitoring the progress of the Trainees and statistics

- Key, Librarian and Assistant trainers have access and can monitor Trainee progress within the course, including the module learning progress, results from the quizzes available in modules and final assessment test.

Detailed statistics is also available within the platform.



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## Questions and Answers







This webinar was prepared within the *Financial literacy through public libraries project*, co-funded by the Erasmus+ Programme of the European Union, Agreement No 2018-1-PL01-KA204-050839

FINLIT – Bulgaria team



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<https://finlit.eu>



Goodbye

