

# DIGITAL LEARNING IDOP FACILITATOR GUIDE

<b>Session 1: BACKGROUND OF IDOP AND ITS SIGNIFICANCE</b>
<b>Intended Participants</b>
This learning session can be used to help the individual learn and discuss International Day of Older Persons. It can be used with volunteers and staff who are supporting or planning to support seniors through IDOP initiatives.
<b>Estimated Timeframe</b>
This learning session is 15 minutes including the video presentation and two IDOP videos. It is suggested that the facilitator allocate 20 minutes to this session to cater for discussion and questions.
<b>Materials</b>
The learning session includes the following: <ul style="list-style-type: none"><li>• International Day of Older Persons Session 1.mp4</li><li>• International Day of Older Persons 2015.mp4</li><li>• NCSS IDOP 2016 Storyboard.mp4</li><li>• Handouts for participants</li></ul>
<b>Equipment Requirements</b>
<ul style="list-style-type: none"><li>• A screen, projector or television</li><li>• Laptop or computer</li><li>• Speakers for sound</li></ul>
<b>Room Set-Up</b>
<ul style="list-style-type: none"><li>• Lecture style</li></ul>
<b>Session Objective:</b>
<ul style="list-style-type: none"><li>• To help participants understand the significance of IDOP and the importance of focusing on seniors</li></ul>
<b>Suggested Session Sequence</b>
<ol style="list-style-type: none"><li>1. Play video presentation <i>International Day of Older Persons Session 1.mp4</i></li><li>2. Pause at <b>IDOP 2015 Highlights (0:05:47)</b></li><li>3. Play video <i>International Day of Older Persons 2015.mp4</i></li><li>4. Continue video presentation <i>International Day of Older Persons Session 1.mp4</i></li><li>5. Pause at <b>IDOP 2016 Highlights (0:06:25)</b></li><li>6. Play video <i>NCSS IDOP 2016 Storyboard.mp4</i></li><li>7. Continue video presentation <i>International Day of Older Persons Session 1.mp4</i> till end</li><li>8. Ask participants their thoughts on IDOP</li></ol>

# DIGITAL LEARNING IDOP FACILITATOR GUIDE

<b>Session 2: GRATITUDE AND ITS IMPACT ON SENIORS</b>
<b>Intended Participants</b>
This learning session can be used to help the individual learn and discuss International Day of Older Persons. It can be used with volunteers and staff who are supporting or planning to support seniors through IDOP initiatives.
<b>Estimated Timeframe</b>
This learning session is 60 minutes including the video presentation, three video stories and group activities and discussion. It is suggested that the facilitator allocate 90 minutes to this session to cater for active discussion and questions.
<b>Materials</b>
The learning session includes the following: <ul style="list-style-type: none"><li>• International Day of Older Persons Session 2.mp4</li><li>• Seniors Give Thanks! 2016 (Mr Hussin).mp4</li><li>• Seniors Give Thanks! 2016 (Ms Betty).mp4</li><li>• Seniors Give Thanks! 2016 (Mdm Mok).mp4</li><li>• Handouts for participants</li></ul>
<b>Equipment Requirements</b>
<ul style="list-style-type: none"><li>• A screen, projector or television</li><li>• Laptop or computer</li><li>• Speakers for sound</li><li>• Music for activity</li><li>• Stationery (paper and pen)</li></ul>
<b>Room Set-Up</b>
<ul style="list-style-type: none"><li>• Lecture style</li></ul>
<b>Session Objective:</b>
<ul style="list-style-type: none"><li>• To acknowledge the positive impact of gratitude individuals especially on seniors</li><li>• To appreciate the role of volunteers in encouraging seniors' attitude of gratitude</li></ul>

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## Session 2: GRATITUDE AND ITS IMPACT ON SENIORS

### Suggested Session Sequence

1. Play video presentation ***International Day of Older Persons Session 2.mp4***
2. Pause at **It's Gratitude Time (0:01:25)**
3. Play music and pass Gratitude Bag around. Stop the music and get participant holding the bag to draw one slip from the bag. Ask the participant to read the question on the slip and share his/her experience. (Recommended duration: 5 minutes)
4. Continue video presentation ***International Day of Older Persons Session 2.mp4***
5. Pause at **It's Gratitude Time (0:04:03)**
6. Play music and pass Gratitude Bag around. Stop the music and get participant holding the bag to draw one slip from the bag. Ask the participant to read the question on the slip and share his/her experience. (2 rounds) (Recommended duration: 15 minutes)
7. Continue video presentation ***International Day of Older Persons Session 2.mp4***
8. Pause at **Stories of Impact of Gratitude (0:05:05)**
9. Play video ***Seniors Give Thanks! 2016 (Mr Hussin).mp4***
10. Play video ***Seniors Give Thanks! 2016 (Ms Betty).mp4***
11. Play video ***Seniors Give Thanks! 2016 (Mdm Mok).mp4***
12. Ask participants to share their experience on the impact of gratitude and thoughts after watching the videos (Recommended duration: 20 minutes)
13. Continue video presentation ***International Day of Older Persons Session 2.mp4***
14. Pause at **It's Gratitude Time (0:06:40)**
15. Play music and pass Gratitude Bag around. Stop the music and get participant holding the bag to draw one slip from the bag. Ask the participant to read the question on the slip and share his/her experience. (2 rounds) (Recommended duration: 15 minutes)
16. Continue video presentation ***International Day of Older Persons Session 1.mp4*** till end
17. Ask participants to share their reflections and learning after attending this session. They may share their experience in getting seniors to give thanks and any stories similar to Mr Hussin, Ms Betty and Mdm Mok.
18. If time permits conduct one more round of **It's Gratitude Time**

# DIGITAL LEARNING IDOP FACILITATOR GUIDE

<b>Session 3: COMMUNICATING WITH SENIORS TO ELICIT GRATITUDE STORIES</b>
<b>Intended Participants</b>
This learning session can be used to help the individual learn and discuss International Day of Older Persons. It can be used with volunteers and staff who are supporting or planning to support seniors through IDOP initiatives.
<b>Estimated Timeframe</b>
This learning session is 90 minutes including the video presentation, one animation video and group activities and discussion. It is suggested that the facilitator allocate 120 minutes to this session to cater for active discussion and questions.
<b>Materials</b>
The learning session includes the following: <ul style="list-style-type: none"><li>• International Day of Older Persons Session 3.mp4</li><li>• Communication Barriers.mp4</li><li>• The Witches of Glum.m4a</li><li>• 3 minute quiz handout</li><li>• Handouts for participants</li></ul>
<b>Equipment Requirements</b>
<ul style="list-style-type: none"><li>• A screen, projector or television</li><li>• Laptop or computer</li><li>• Speakers for sound</li><li>• Timer for activity</li><li>• Stationery (paper and pen)</li></ul>
<b>Room Set-Up</b>
<ul style="list-style-type: none"><li>• Lecture style</li></ul>
<b>Session Objective:</b>
<ul style="list-style-type: none"><li>• To understand why it is challenging for some seniors to be thankful</li><li>• To understand the impact of common barriers to communicating with seniors</li><li>• To learn communication methods that can better support our interactions with seniors</li><li>• To apply skills and methods to elicit gratitude stories from seniors</li></ul>

# DIGITAL LEARNING IDOP FACILITATOR GUIDE

## Session 3: COMMUNICATING WITH SENIORS TO ELICIT GRATITUDE STORIES

### Suggested Session Sequence

1. Play video presentation ***International Day of Older Persons Session 3.mp4***
2. Pause after playing **Impact of Ageing on Communication - Physically (0:03:20)**
3. Ask participants to share some type communication issues you have seen or faced. (Recommended duration: 10 to 15 minutes)
4. Pause at **“3 min quiz” (0:03:35)**
5. Give each participant the 3 min Quiz. Tell them not to look at the quiz till you say Start. Set timer for 3 minutes. When ready, start the time and get the participants to stop when the time is up.

#### Debrief questions:

- Did you follow the instructions?
- Do you have your name written in the top right-hand corner?
- What did you learn about yourself?
- This quick quiz shows how many of us are too eager to start doing things before understanding the situation and objectives. This is similar to us communicating with seniors. We need to give time to plan what we want to say and give time for them to respond.

(Recommended duration: 10 minutes including debrief)

6. Continue video presentation ***International Day of Older Persons Session 3.mp4***
7. Pause at **Common Barriers to Communicating with Seniors (0:04:05)**
8. Play video ***Communication Barriers.mp4***
9. Ask participants to share the barriers they have encountered (Recommended duration: 15 to 20 minutes)
10. Pause at **The Witches of Glum (0:04:25)**
11. Give each participant a The Witches of Glum Quiz. Participants will listen to the story and answer True or False for each statement.
12. Play **The Witches of Glum.m4a**

#### Debrief questions:

- Did you get all the answers correct?
- What did you learn through this activity?
- This activity helps us understand and accept that most of us have prejudices and unconscious bias. We need to understand some of our personal biasness and prejudices to improve our communicate skills. Let us look at some ways to communicate more effectively with seniors

(Recommended duration: 30 minutes including debrief)

13. Continue video presentation ***International Day of Older Persons Session 3.mp4***

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### Session 3: COMMUNICATING WITH SENIORS TO ELICIT GRATITUDE STORIES

14. Pause at **What are ways you have used or can use to elicit gratitude stories from seniors (0:10:41)**
15. Invite participants to share ideas on how to get stories (Recommended duration: 20 to 30 minutes)
16. Continue video presentation *International Day of Older Persons Session 3.mp4* till end
17. Ask participants to share their reflections and learning after attending this session.

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