

European Sustainability Expert Course

**Work Package 4 – Train-the-trainer CPD
Programme
Module 5**

Elaborated by: UPB

Module 5: *Effective Didactic and Facilitation Techniques*

Module 5: Effective Didactic and Facilitation Techniques	
Partner organisation:	UPB
Country:	Germany
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Module Overview	
Module 5 'Effective Didactic and Facilitation Techniques' focuses on the trainer's ability to apply pedagogy, digital assessment and feedback, as well as facilitation in practice. VET trainers will be better prepared to identify, apply, and reflect on digital training pedagogy, digital assessment, and digital feedback. This is relevant as in the VET sector, digital learning is a recommended approach due to the learners who are usually employed and can pursue additional learnings only in a digital environment. The trainers will conduct activities that can be applied in real-world scenarios.	
Module Learning Outcomes	
LO1	Summarise principles of digital pedagogy, asynchronous facilitation, and learner engagement.
LO2	Identify assessment and quality-assurance mechanisms, including learning-outcome alignment, rubrics, moderation, version control, and evidence management.
LO3	Design and deliver short learning sessions using SUSTAIN-EU templates, resources, and quality standards.
LO4	Apply rubrics and feedback protocols to assess learner evidence consistently and fairly.
LO5	Conduct micro-teaching sessions and peer-review activities, providing constructive feedback to peers.
LO6	Compile and manage a Trainer Portfolio demonstrating learning design, quality assurance, accessibility, and reflection.
LO7	Monitor, document, and report learner progress and evidence in line with ESE quality-assurance standards.
LO8	Engage in peer moderation and continuous improvement, contributing to the sustainability of the ESE training ecosystem.
Module Content	
Topic 1	Digital Training Pedagogy
Topic 2	Digital Training Assessment
Topic 3	Digital Feedback

Face-to-Face Training Session

This module must include 3 hours of face-to-face training.

Session Structure

Time	Activity	Method	Materials/resources
0–30 min	Introduction to the module and learning outcomes	Presentation / discussion	PPT slides
30–75 min	Core content input	Presentation / examples	PPT slides, ESE materials
75–120 min	Practical activity	Group work / case study / exercise	Worksheet or activity sheet
120–160 min	Application to training practice	Discussion / micro-teaching / planning task	ESE templates
160–180 min	Reflection, feedback and link to SDL task	Group reflection	Reflection questions

Teaching Methods

Tick the methods used in this module.

☒	Presentation
☐	Demonstration
☒	Group discussion
☐	Case study
☒	Practical exercise
☒	Micro-teaching
☒	Peer feedback
☒	Reflection activity
☐	Other: [Insert]

Self-Directed Learning

Each module must include **1 hour of self-directed learning**.

The self-directed activity should not be only reading. It should lead to a small practical output that supports the trainer's portfolio or prepares participants for teaching practice.

SDL Activity Description

Field	Partner input
Title of SDL activity	Development of a preparation for a micro-teaching scenario
Duration	1 hour
Instructions for participants	Develop at least one but no more than three learning outcomes for an example unit of an online course on the topic of "Sustainability during Remote Work". Have in mind the principles of digital pedagogy. Choose how the learning outcome(s) will be assessed. Have in mind the principles of digital assessment. Choose how the learners will be given feedback: how, when, from whom. Maybe you can include a peer review process. During this activity, try to align the learning outcome(s) with the digital pedagogy, digital assessment, and digital feedback. At the end of this activity, shortly reflect on the facilitation, feedback, and assessment.
Expected output	• 1 to 3 learning outcome(s) • digital assessment tools • digital feedback tools • short reflection on facilitation, feedback, and assessment of this SDL activity
Link to Trainer Portfolio	This activity supports the Trainer Portfolio as a tool to evaluate the trainer's ability to apply digital pedagogy, and facilitation competences developed in Module 5 in practice.

Materials/resources needed

Presentation and materials developed in Module 5, as well as “WP2-EU Sustainability Competence Profile and Curriculum” and “WP2 ESE Curriculum”.

Assessment and Trainer Portfolio

Assessment Methods Used in This Module

Select:		Short description:
☐	Quiz	The participants develop the preparatory work as part of micro-teaching. This assessment method shows if the participants can apply digital pedagogy, digital assessment, and digital feedback in practice.
☐	Practical task	
☒	Micro-teaching	
☐	Peer feedback	
☒	Trainer portfolio (Mandatory)	

Trainer Portfolio (Mandatory)

The Trainer Portfolio is a **mandatory assessment component** as it provides evidence of participants’ ability to apply pedagogical, digital, and facilitation competences in real teaching practice.

Minimum required Trainer Portfolio components:

- lesson plan
- teaching activity / micro-teaching activity
- reflection

Trainer Portfolio output

Partner input:

The portfolio output will include a micro-teaching output including learning outcome(s), assessment and feedback tools.