

WEA Course information sheet 2020-21



Course title: Action Towards Inclusion: Growing in Confidence 1		Course ID: C3679093
Start date: 20/01/2021	End date: 24/02/2021	Day(s)/time(s): Wed 11:45
Number of sessions: 5	Hours per session: 2	Tutor: Elizabeth Hempshall
Additional hours:	Online Learning Hours: 0	
Specific funder/partner requirements:		
Awarding body (if any): Title of qualification to be gained:		Level: Level 1
Fee: £.00 or Free if you are in receipt of an income related benefit (only SFA funded)		
Accreditation Fee (if applicable):		
Venue: Online Learning, Online, ZZ99 9ZZ		
<p>Theme(s): The WEA has four themes it uses for planning its provision.</p> <p>Employability – helping students to get a job or to make progress in their employment</p> <p>Health and Wellbeing – making a positive contribution to their own or others health and wellbeing</p> <p>Community Engagement – encouraging students to be positively involved in their communities</p> <p>Culture – learning about diverse cultures, identities and environments</p> <p>The Theme(s) used in planning your course is/ are:</p> <p>1. Health and Wellbeing 2. Employability</p>		

Course Aim
To develop adults knowledge, skills and self awareness to improve their personal confidence, wellbeing and communication skills and any potential barriers that may reduce capacity for improvement whilst gaining confidence in action planning.

Course Description
This friendly and supportive course will help you to explore what is meant by personal confidence and how we achieve it with effective communication and improved capacity to handle difficult situations. It will help you identify confident behaviours and what helps us feel confident and looks at the key elements of effective and non effective communication, whilst exploring assertiveness in handling difficult situations. You will gain insight and confidence to look at strategies to improve your personal confidence and better manage stress and time effectively and will improve confidence in identifying any potential barriers to improved personal confidence, communication and effective management of difficult situations and how you could potentially overcome these. To consolidate your learning you will be supported to devise your own achievable action plan to improve your personal confidence.

Do I need any particular skills or experience?
- You will need your own personal email address so that you're able to login to the WEA's digital learning platform: WEA Canvas. You will need to be able to understand how to follow URL links to pages on the internet. If you want to understand more about Canvas please visit:

<http://bit.ly/WEAonline>

- No skills or experience needed
- Action Towards Inclusion participants

What will I achieve?

By the end of the course I will be able to:

1. Identify personal skills and strengths and how they can be used and improved.
2. To identify key characteristics of improved personal confidence, effective communication and problem solving in difficult situations and how to identify and use strategies for improvement whilst looking at confident behaviours and non verbal communication.
3. To identify potential barriers to improved personal confidence and how to overcome them.
4. To better understand stress and time management whilst identifying useful strategies to adopt improved effectiveness for both.
5. To understand the differences between aggressive, passive and assertive behaviour and how to respond to each, whilst considering how assertiveness and the capacity to say 'no' will help your personal confidence and communications with others.

What teaching methods will be used and will there be work outside of the class?

- The WEA's digital learning platform, Canvas will be used to provide resources or to support lessons, enable assessment, provide learner feedback and for other activities for individuals away from the course. If you want to understand more about our digital learning platform please visit: <http://bit.ly/WEAonline>
- The WEA tutor will use a range of different teaching and learning methods and encourage you and the group to be actively involved in your learning
- You may be asked to undertake additional work in your own time to support your learning
- You will take part in a range of different activities with your tutor and the other students in the class.

What kind of feedback can I expect from the tutor?

- Your tutor will provide written, text and audio feedback recorded in WEA Canvas, WEA's digital learning platform.
- A range of informal activities will be used by the tutor to see what you are learning which may include quizzes, question and answer, small projects and discussion
- You will have opportunities to discuss your progress with your tutor

What else do I need to know? Is there anything I need to bring?

- Nothing else is needed
- All materials will be provided
- No need to bring anything but some people find it helpful to bring a notebook and pen to jot down useful information.

Pre-course work, reading and information sources

- No pre reading or pre course work is required
- Tutors will provide handouts and information about further reading and research

Possible next steps after this course (including career opportunities if appropriate)

- Progress to another WEA course
- Progress to a course with another provider
- Become involved with the WEA in a range of voluntary work and other activities including campaigning as a WEA member
- Become involved as a volunteer for a WEA partner or another organisation
- Access the WEA What Next? booklet here <http://www.wea.org.uk/learn-wea/what-can-i-do-next>
- WEA Skills for Volunteers course

Volunteering opportunities

Self-help group

Work experience

Employment

Learning with the WEA

WEA courses increasingly make use of the rich variety of educational tools and material available on the internet and from digital devices. The WEA's digital learning platform, Canvas will play an increasing role in all WEA courses to provide resources or support, or to conduct lessons, enable assessment, provide learner feedback and for other activities for individuals away from the course. It is helpful, although not essential if you have access to a computer or smartphone to support your course.

You can read about your entitlements and responsibilities as a WEA student in our leaflet, Student Handbook here <http://www.wea.org.uk/learn-wea/student-support> This includes information on fees, learning support and financial support. As part of your course you accept our Learning Agreement and Privacy Notice. Full details of the Learning Agreement and privacy notice can be found on our website at <http://www.wea.org.uk/policies>. This applies to all courses you take in this academic year.

You can enrol online for most courses <http://www.wea.org.uk/learn-wea/course-search> or contact: WEA Support Services, Suite 10B Joseph's Well, Hanover Way, Leeds, West Yorkshire, LS3 1AB
Tel: 0300 303 3464 Email: courseenquiries@wea.org.uk



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