



Study guide for student



This study guide is dedicated to help you to get oriented in a distance learning course. It is intended to present the curriculum and to explain how you should study and reach learning outcomes, as well as how your personal progress will be evaluated.



Successfully completing this course you will be able to:

- **Understand and explain the essential characteristics of collaborative groups and group dynamics;**
- **Characterize what is collaborative group and team;**
- **Formulate collaborative learning aims and demonstrate collaborative group learning skills**
- **Describe social and cognitive development in collaborative group work;**
- **Apply various collaborative group educational methods to organizing adult education;**
- **Evaluate collaborative group and team learning.**

You will be reaching the learning outcomes by performing practical tasks, homework and reading textbook. You will be able to study individually and as a group member. Your active roles and participation is very important, in order to share information with the colleagues.



Distribution of contact hours:

During the studies, the distribution of contact hours is the following:

Learning organization	Theory and practice, hours	
Online lectures	6	
Video conferencing	3	
Discussions in forums	6	
Literature studies	6	
Tutorial, consultations	12	
Self-assessment test	4	
Collaborative work	26	
Individual work	44	
Total	107	

Total - 107 hours.

Study plan



Study plan / schedule

12 weeks are dedicated for studies. Study material is based on learning outcomes and is structured in the following way:

Topics	Learning outcomes	Sub-topics	Weeks	Activities
1 topic – Theoretical basis of collaborative learning in groups	1. Understand and explain the essential characteristics of collaborative groups and group dynamics;	1. Historical origins of collaborative learning; 2. Classification and concept of the collaborative learning in groups. 3. Collaborative groups characteristics and essence. 4. Group dynamics in collaborative learning.	1, 2 weeks	1. Readings from textbook 2. Reflect on readings using discussions points from end of chapter. 3. Reflection
2 topic – Collaborative learning processes and their characterization	2. Characterize what is collaborative group and team;	1. Collaborative learning in groups processes and their characterization. 2. Personality and group 3. Collaboration and communication 4. Relationships of collaborative groups, change and dynamics of relationships 5. Groups stage of development	3, 4 weeks	1. Readings from textbook 2. Reflect on readings using discussions points from end of chapter. 3. Reflection.

3 topic – Collaborative learning in groups learning aims formulation (academic and social)	3. Formulate collaborative learning aims and demonstrate collaborative group learning skills.	Collaborative learning aims of groups (academic and social)	5, 6 weeks	1. Readings from textbook 2. Reflect on readings using discussions points from end of chapter. 3. Reflection
	Mid-term test	7-week	Test	
4 topic – The changes of social and cognitive abilities in collaborative learning in groups	4. Describe social and cognitive development in collaborative group work	1. Dimensions of social skills. 2. Change in cognitive abilities when working in collaborative groups.	8, 9 weeks	1. Readings from textbook 2. Reflect on readings using discussions points from end of chapter. 3. Reflection
5 topic – Collaborative learning designing activities	5. Apply various collaborative group educational methods organizing adult education	1. Collaborative learning in group methods and their diversity. 2. Organization of collaborative learning in groups work process: selection of members, organization forms, performance efficiency evaluation. 3. Teachers' collaborative learning activities in groups.	10, 11 weeks	1. Readings from textbook 2. Reflect on readings using discussions points from end of chapter. 3. Creative-group work
6 topic Collaborative learning in learning processes evaluation	6. Evaluate collaborative group and team learning	Assessment methods of collaborative learning	12 weeks	1. Readings from textbook 2. Reflect on readings using discussions points from end of chapter 3. Reflection



Evaluation

<i>Activity</i>	<i>Evaluation method</i>	<i>%</i>
Creative work	Feedback with the grade	20
Individual work (Practical tasks, reflection)	Feedback with the grade	20
Participation in discussions	Feedback	-
Mid-term test	Grade	20
Final test	Grade	40
Total:	100	

Teacher roles:

- Deliver introductory and pre-final test lectures in the audience
- Consult at virtual learning environment, using discussing forum (the time to be agreed)
- Evaluate all the tasks submitted for evaluation, and individual work
- Organize mid-term and final tests
- Consult students on the individual progress

Students roles:

- To study on the guidelines provided in the study guide, to inform the teacher if s/he cannot access any part of learning material one week after the consultation
- To contact teacher if there the need for consultation concerning the curriculum
- To perform all the tasks in time
- To participate in mid-term and final tests face to face
- To perform all individual tasks
- To participate in discussion forum.



Good luck in your studies!