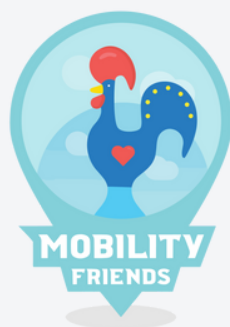**XXI CENTURY SKILLS**

SMART DIGITAL LITERACY FOR THE 21ST CENTURY

Your Mobility Partner

COURSE OVERVIEW

Smart Digital Literacy for the 21st Century is a forward-thinking and practical training course designed to equip participants with the essential digital and media skills required for success in today's connected world.

The course addresses the fundamentals of digital literacy—including information searching, evaluation, and management—while exploring critical issues such as online safety, privacy, responsible digital citizenship, and media influence. Participants will learn to navigate and assess online information, identify misinformation and fake news, use digital tools for communication and collaboration, and create digital content safely and ethically. The course integrates interactive activities, real-life case studies, and hands-on practice with the latest apps and platforms. By the end of the course, learners will be empowered to make informed decisions online, use technology creatively and responsibly, and support a positive, inclusive, and secure digital environment—whether in education, the workplace, or everyday life.

TARGET AUDIENCE

This course is designed for students, teachers, educators, and professionals who want to enhance their digital literacy and media skills for personal, academic, or professional success. It is ideal for individuals seeking to navigate the digital world more confidently, develop critical thinking regarding online information and media, and use digital tools effectively and responsibly. The course is particularly relevant for those interested in improving their digital competence, understanding media influence, and promoting safe, ethical, and creative use of technology in schools, workplaces, or daily life.

REQUIREMENTS

To take part in the course, participants must meet the following requirements:

- Have at least a B1 level of English (independent user);
- Complete and submit the registration form before the start of the training;
- Bring a laptop or tablet to use during the sessions;
- Commit to active participation and attend at least 80% of the course.

COURSE OBJECTIVES

The objectives of the course are:

- Understand key concepts and principles of digital literacy and media skills.
- Develop the ability to search, evaluate, and manage information online critically and effectively.
- Identify misinformation, disinformation, and media manipulation.
- Use digital tools and platforms safely, ethically, and productively.
- Improve digital communication and collaboration skills in various contexts.
- Create digital content responsibly and creatively.
- Enhance awareness of digital citizenship, privacy, and data protection.
- Foster respectful, responsible, and inclusive behaviour in digital environments.
- Encourage critical thinking and active participation in the digital society.

CONTACTS AND REGISTRATION

For registrations, additional information, or budget requests, please contact our team by email at trainingcourses@mobilityfriends.org or visit our website at www.mobilityfriends.org .

LEARNING OUTCOMES

Upon successful completion of this course, learners will be able to:

1. Search for, evaluate, and select reliable information from digital sources.
2. Recognise and respond to misinformation, fake news, and media bias.
3. Protect their privacy and manage personal data online securely.
4. Use a variety of digital tools and platforms for communication and collaboration.
5. Communicate effectively and respectfully in digital environments.
6. Create and share digital content ethically and creatively.
7. Apply principles of digital citizenship, including respectful and responsible online behaviour.
8. Identify risks and apply strategies for online safety and cybersecurity.
9. Adapt to new technologies and digital trends with confidence and critical awareness.
10. Promote inclusion, diversity, and positive digital culture in educational, professional, and community settings.

METHODOLOGY

The course is structured around a rigorous methodology that combines theoretical exposition, practical work, and applied demonstrations. This approach ensures a thorough understanding of the subject matter and its direct application in real-world contexts.

Theoretical sessions provide essential foundations, while practical work and demonstrations facilitate the development of technical skills and familiarity with the specific tools and procedures relevant to the course.

Continuous monitoring through individualized feedback allows for tracking learners' progress and ensures the achievement of the set objectives, preparing participants to face professional challenges with competence and precision.

ASSESSMENT

Assessment is carried out continuously throughout the course, using a holistic and learner-centered approach that reflects both participation and performance. Each participant is evaluated based on their overall engagement, regular attendance, punctuality, interest in the topics covered, ability to apply knowledge during practical tasks, and interaction with peers in individual and group activities.

The evaluation process includes a variety of classroom-based tasks (oral and written), short daily assignments, role-plays, and simulations. Trainers provide ongoing, individualized feedback to support progress and encourage active learning.

A Certificate of Participation is awarded to participants who attend at least 80% of the sessions and demonstrate consistent involvement and commitment during the training.

DURATION

The standard duration of our course is 20 hours (5 days), designed to ensure comprehensive and effective learning. However, this duration can be adjusted, in specific cases, to meet the particular needs of each group, in order to optimize outcomes and better suit the training context.

For further details or to discuss a customized schedule, please get in touch with us.

PRICE AND FUNDING

Each quotation is personalized and depends on several factors, such as the number of participants, the number of training hours, the location of the course, and any additional services requested (accommodation, transport, meals, cultural activities, etc.).

To receive a tailored quotation for your group, please get in touch with us.

The training can be funded through programs such as Erasmus+ (KA1 – Learning Mobility), among other European support mechanisms. For more information about funding, participants should contact their sending organization or their country's National Agency directly.

LOCATION AND COURSE LANGUAGE

We have training rooms in several cities in Mainland Portugal, such as Barcelos (headquarters), Braga, Póvoa de Varzim, and Porto. We also have spaces in the islands of Madeira (Funchal) and the Azores (Ponta Delgada). Additionally, we have facilities in Valencia, Spain.

The course is delivered in English.

CERTIFICATION

A Certificate of Participation is awarded to participants who attend at least 80% of the sessions and demonstrate consistent engagement and commitment throughout the training. Upon completion of the course, a formal certification ceremony will take place, during which the certificates will be presented to the participants.

OTHER SERVICES

To enrich the training experience, Mobility Friends offers a range of additional services, subject to availability and additional cost, which can be arranged for individual participants or groups.

Services include:

- Accommodation in partner residences or hotels
- Meals (lunch and/or dinner)
- Transfers between the accommodation and the training room
- Airport transfers
- Cultural visits

All services are subject to availability and must be requested in advance. For more information and personalised quotes, please contact our team.

COURSE CONTENTS

MODULE 1: DIGITAL MINDSET AND TRANSFORMATION

- Digital mindsets: adaptability, resilience, and curiosity in a tech-driven world.
- From digital user to digital leader: personal and collective digital identities.
- Digital transformation in society, education, and the workplace.
- Mapping your digital footprint and leveraging your online presence.
- Reflective practice: digital habits and the "always connected" paradox.

MODULE 2: ADVANCED INFORMATION INTELLIGENCE

- OSINT (Open Source Intelligence): how to research like a digital investigator.
- Analysing and triangulating information from multiple sources.
- AI-powered search tools and advanced fact-checking (GPT, Google Fact Check, Media Bias/Fact Check).
- Deepfakes, manipulated media and synthetic content: how to detect and counteract.
- Building "information immunity": proactive defence against digital manipulation.

MODULE 3: DIGITAL COMMUNICATION, INFLUENCE AND PERSUASION

- Digital rhetoric: storytelling, influence and persuasion in online spaces
- The psychology of virality: why and how content spreads
- Building digital influence: personal branding, thought leadership and digital activism
- Micro-communities and digital tribes: dynamics, risks, and opportunities
- Leading change and positive movements through digital channels

*Please note that program content may be subject to change based on input from our trainers.

COURSE CONTENTS

MODULE 4: COLLABORATION 4.0: HYBRID, VIRTUAL & GLOBAL TEAMS

- Cutting-edge collaboration platforms (Notion, Miro, Slack, MS Teams, AI-powered collaboration).
- Building trust and psychological safety in virtual teams.
- Gamified collaboration and remote team-building.
- Agile methods and digital project management in multicultural settings.
- Solving complex challenges online: hackathons, design sprints, and crowdsourcing.

MODULE 5: CYBERSECURITY, DIGITAL ETHICS AND PRIVACY BY DESIGN

- Advanced cybersecurity: threat modelling, social engineering, digital forensics.
- Privacy by Design: building safe and ethical digital environments.
- The future of digital identity: blockchain, digital wallets, and authentication trends.
- Ethical dilemmas in the age of AI, big data, and pervasive surveillance.
- Proactive digital well-being: strategies against addiction, overload, and digital stress.

MODULE 6: CREATIVE DIGITAL PRODUCTION AND INNOVATION

- Beyond basics: multimedia production (animation, podcasting, AR/VR content, interactive media).
- Storytelling with data: dashboards, data visualisation, and infographics.
- Automation and AI for digital creators: smart tools for content, design, and workflow.
- Crowdsourcing creativity: co-creation with global communities.
- Intellectual property, remix culture, and creative commons in depth.

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COURSE CONTENTS

MODULE 7: MEDIA LITERACY FOR THE ALGORITHMIC AGE

- Understanding algorithms, filter bubbles, and echo chambers.
- Deconstructing digital platforms: monetisation, recommendation engines, and user manipulation.
- Disinformation, "info-wars" and social media warfare: strategies for digital resilience.
- Ethical use of AI-generated content and deep learning in media.
- Critical activism: counter-narratives and digital literacy for social impact.

MODULE 8: IMPACT, LEADERSHIP AND DIGITAL FUTURES

- Leading with digital intelligence: vision, influence and ethics in the digital era.
- Digital citizenship 2.0: civic engagement, advocacy and societal change.
- The digital divide and global responsibility: inclusion, accessibility, and sustainability.
- Designing your digital legacy: building meaningful impact beyond the screen.
- Final Challenge: "Moonshot" digital project for the 21st century (group/individual, real-world application, peer review, public showcase).

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