**Course Syllabus: "Online Tutoring"**

**Course Goal:**  
To train retirees in online tutoring skills, help them master digital tools, and develop online teaching methodology.

**Duration:** 24 hours (8 sessions, 3 hours each)  
**Format:** In-person/online (lectures + practical assignments)  
**Target Audience:** Retirees who want to teach students online

### ****Module 1: Introduction to Online Tutoring****

**Theory:**

* What is online tutoring?
* Who can be taught online? (schoolchildren, adults, students)
* Requirements for remote teaching

**Practice:**

* Identifying personal skills and subject expertise
* Analyzing potential students

### ****Module 2: Choosing a Work Platform****

**Theory:**

* Overview of platforms for online lessons: Zoom, Skype, Google Meet
* How to choose the right platform
* Internet, computer, and camera requirements

**Practice:**

* Registering and testing Zoom/Skype
* Setting up audio, camera, and screen sharing

### ****Module 3: Organizing the Online Learning Process****

**Theory:**

* How to plan lessons
* Preparing materials (presentations, PDFs, videos)
* Creating a class schedule

**Practice:**

* Developing a lesson plan
* Demonstrating how to work with online documents (Google Docs, Canva)

### ****Module 4: Online Teaching Methods****

**Theory:**

* How to explain material remotely
* Interactive teaching methods
* How to keep students engaged

**Practice:**

* Conducting a mini-lesson on Zoom
* Analyzing common online teaching mistakes

### ****Module 5: Using Digital Tools****

**Theory:**

* Collaboration boards: Jamboard, Miro
* Quizzes and tests: Kahoot, Quizlet
* Creating interactive tasks

**Practice:**

* Working with interactive boards
* Creating a test in Google Forms

### ****Module 6: Finding Students and Working with Parents****

**Theory:**

* Where to find students? (tutoring websites, social media)
* How to communicate effectively with parents and students
* Setting lesson pricing

**Practice:**

* Creating a tutor profile on a website (e.g., Profi.ru, Avito, social media)
* Writing an advertisement to attract students

### ****Module 7: Financial and Legal Aspects****

**Theory:**

* How to receive payments
* Working with contracts and scheduling
* Legal aspects of tutoring

**Practice:**

* Setting up payment systems (Sberbank Online, PayPal)
* Creating a schedule template

### ****Module 8: Final Lesson – Trial Lessons****

**Theory:**

* How to conduct a first lesson
* Mistakes to avoid

**Practice:**

* Conducting a trial lesson with feedback
* Analyzing common tutoring situations

### ****Course Outcomes:****

✅ Retirees will learn how to work online  
✅ Master platforms for distance learning  
✅ Develop lesson plans and teaching materials  
✅ Learn how to find students and earn money as a tutor

This course will help retirees master modern teaching formats and earn income from home!