### ****"Digital Curator" Course Curriculum****

**Course Objective:**
To train digital curators who can help people (especially retirees, beginners, and socially vulnerable groups) master digital technologies, internet services, and ensure safe online activity.

**Duration:** 16 lessons (1.5–2 hours each)
**Learning Format:** Theory + Practice
**Target Audience:** Retirees

### ****Lesson 1. Introduction to the Digital Curator Profession****

📌 **Topics:**
• Who is a digital curator?
• Why is digital literacy important?
• Overview of digital technologies: trends and prospects

📌 **Practice:**
• Assessing the digital literacy level of users
• Identifying common problems users face

### ****Lesson 2. Basics of Working with Devices (PC, Smartphone, Tablet)****

📌 **Topics:**
• Operating systems: Windows, Android, iOS
• Basic device functions (Wi-Fi, Bluetooth, updates)
• File management and cloud storage

📌 **Practice:**
• Configuring a smartphone and computer
• Working with Google Drive, Yandex Disk
• Creating a data backup

### ****Lesson 3. The Internet and Its Capabilities****

📌 **Topics:**
• Major browsers and search engines
• Email and messengers
• Online services: e-government, internet banking, medical appointments

📌 **Practice:**
• Searching for information online
• Registering and using an email account
• Booking a doctor's appointment through e-government services

### ****Lesson 4. Digital Security****

📌 **Topics:**
• Phishing, fraud, and viruses
• Privacy settings
• Creating strong passwords and protecting data

📌 **Practice:**
• Identifying phishing websites
• Checking password security
• Setting up two-factor authentication

### ****Lesson 5. Social Networks and Digital Ethics****

📌 **Topics:**
• Popular social networks: Facebook, Instagram, VKontakte, Telegram
• Safety in social networks
• Ethical behavior online

📌 **Practice:**
• Creating and setting up a social media account
• Adjusting profile privacy settings
• Writing the first post

### ****Lesson 6. Online Learning and Remote Work****

📌 **Topics:**
• Online learning platforms: Coursera, Stepik, Universities for Seniors
• Fundamentals of remote work: freelancing, online job opportunities
• Basic office applications skills

📌 **Practice:**
• Registering on an educational platform
• Creating a resume and searching for online job opportunities
• Working in Google Docs and Excel

### ****Lesson 7. Device Maintenance and Updates****

📌 **Topics:**
• How to extend the lifespan of gadgets
• Cleaning unnecessary files from a device
• Updating and uninstalling software

📌 **Practice:**
• Clearing smartphone memory
• Removing unnecessary applications
• Checking the device for viruses

### ****Lesson 8. Final Project and Certification****

📌 **Topics:**
• How to provide digital literacy consultations
• Organizing educational sessions
• Fundamentals of mentorship

📌 **Practice:**
• Conducting a mini-consultation for a real user
• Receiving feedback from instructors and refining skills
• Obtaining the Digital Curator Certificate

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

✅ Ability to use digital devices and services
✅ Skills for safe online behavior
✅ Knowledge of social networks, messengers, and online banking
✅ Readiness to work with beginner users
✅ Opportunity to work as a digital literacy curator

**This course will help participants master modern technologies and become mentors for those just beginning their digital journey!**