

## Terms of reference

### Development of three courses on climate change

#### Aim of the activity

The goal is to create three high-quality online courses aimed at providing professional development opportunities for young students and CSOs. These courses will enhance skills and knowledge in areas such as climate mitigation, climate adaptation and climate diplomacy and contribute to the organization's commitment to continuous learning and development.

#### Specific goals

- Develop comprehensive, user-friendly, and interactive online courses that cater to learners with different levels of knowledge.
- Ensure that the courses are aligned with the organizational goals.
- Incorporate various learning formats such as video lectures, quizzes, discussion forums, and assignments to engage different types of learners.
- Ensure the courses are accessible, inclusive, and usable across different devices and platforms.
- Provide content that is regularly updated and relevant to the evolving needs of the target audience.

#### Scope of Work

##### a. Course Development:

- Content Creation: Develop course material that includes:

Course outlines and syllabi

Learning objectives

Detailed lesson plans/modules

Multimedia content (videos, slides, audio files)

Assessment tools (quizzes, assignments, exams)

Interactive elements (discussions, simulations, etc.)

- Instructional Design: Develop a coherent, engaging, and pedagogically sound structure for each course. This will include:

Storyboarding

Course flow diagrams

Designing assessment rubrics

- Platform Integration: Ensure that the courses are fully compatible with the Moodle learning platform

#### b. Course Implementation and Testing:

**Pilot Testing:** Run a pilot for each course with a select group of learners to gather feedback and assess course effectiveness.

**Feedback and Iteration:** Modify the courses based on learner and stakeholder feedback, refining content, assessments, and user experience.

#### c. Course Launch:

Ensure all courses are ready for full-scale launch, with all materials uploaded and functioning as intended.

Provide necessary training for instructors or facilitators to guide learners effectively.

#### **Deliverables**

A detailed course outline for each course.

Finalized course content (text, videos, interactive elements, etc.).

Interactive quizzes, assignments, and other assessment tools.

Documentation, including a user guide for learners and facilitators.

Reports on pilot testing, feedback collected, and iterations made.

Final course implementation on the Moodle learning platform.

