

Teaching concept in four phases

Title: SDG#4: “ Digital collaboration in Education for sustainable future“

Name of Grenzenlos speaker: Farzana Najeeb

Time In minutes	Title	Method & Material	Educational objective
Awareness phase (10 minutes)			
5 min	Welcome Note & Introduction	Beamer, laptop, screen, internet connection. Short greeting and overview of the session goals.	Students get to know the presenter and the session topic “Digital Collaboration and AI for Sustainability.”
5 min	Icebreaker: “Would You Rather – AI Edition”	Interactive movement game; projector or printed prompts.	Students become curious about AI and reflect on their own digital experiences in a fun way.
Information phase (25 minutes)			
10 min	Information presentation: Digital Collaboration & AI Simplified	PowerPoint/Canva slides, projector, examples (Google Drive, ChatGPT, Teams).	Students understand the meaning of digital collaboration and AI, and how they connect to sustainability and SDGs.
5 min	Short Video: “The Future Office” or AI in Education	Beamer, laptop, internet connection.	Visualizes real-life examples of digital tools and sustainability in the workplace.
5 min	Mini Game: “AI or Human?”	Display sentences or tasks on screen; students vote by raising their hands.	Students recognize AI’s potential and limitations through an engaging guessing game.
5 min	Transition Discussion	Ask: “Where do you already use digital collaboration?”	Students connect topic to their own vocational context.
Options (45 minutes)			
20 min	Group Activity: “AI for a Smart Sustainable Office”	Student worksheet (digital on Google Docs or Canva), markers, laptops/tablets.	In small groups, students design a digital, sustainable office concept linking AI and SDGs. Develop creativity, teamwork, and digital literacy.

20 min	Group Presentations	Projector, screen, or flipchart; each group shares its results.	Students present their ideas and practice communication and presentation skills.
5 min	Fun Activity: “Emoji Brainstorm – The Future Office”	Slides with random emojis; class invents short ideas.	Keeps energy high, fosters creativity, and reinforces the session topic.
Evaluation and reflection phase (10 minutes)			
5 min	Kahoot Reflection Quiz	Kahoot.com, beamer, internet connection, students’ phones (browser access).	Students review and reinforce key learning points in a fun, gamified way.
5 min	Word Cloud Reflection: “One Word about Today”	Kahoot “Word Cloud” question or Mentimeter.	Students express their feelings and learning outcomes; teacher summarizes main takeaways linking AI, collaboration, and SDGs.
Altogether 90 Minutes	Tip: Select the yellow line and press F9		