



Hands-on SHAFE

Manual for stakeholders and supporters



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1 Introduction

1.1 Aim of the manual

This manual aims to guide stakeholders, such as public authorities, advocacy organisations, healthcare organisations and trainers of adult learners to use the results of Hands-on SHAFE to support SHAFE facilitators. SHAFE facilitators are volunteers, informal or formal caregivers and social entrepreneurs who want to set up their own SHAFE businesses. The manual enables stakeholders to learn how to use the developed training packages and how to train adult learners with low-skills or low-qualifications. The manual will be available in six partner languages (English, Dutch, German, French, Polish and Portuguese).

The manual will contain, among other things, the following items:

- Introduction to smart healthy age-friendly environments
- Needs and demands of adult learners with low-skills or low-qualifications who work at a local level or are active as volunteers
- Successful training methods for adult learners with low-skills or low-qualifications
- Methods to involve adult learners with low-skills or low-qualifications
- Detailed explanation of all the different training packages in Hands-on SHAFE and how to use them

1.2 Structure

After explaining the target group and possible facilitators for the Hands-on SHAFE project in the second chapter, in the third chapter, the contents of the learning platform will be explained, looking at the common structure and order of the created modules and their formatting. Moreover, further elements that help improve the learning effect will be presented. For example, the six created personas are virtual characters with specific skills and needs and reflect reality within the different hands-on areas of the learning modules. These personas are represented in learner tasks like quizzes within the Hands-on SHAFE modules to show how the acquired content can be applied in everyday life. In addition to realistic application examples, the learning modules also include a certification system whereby beginner and expert certificates can be awarded to learners depending on their completed learning modules or areas. The last section of the manual also gives a detailed overview with short explanations of the different learning fields and the specific learning modules.





2 Target groups and types of facilitators of the Hands-on SHAFE framework

2.1 Target groups of learners further explored

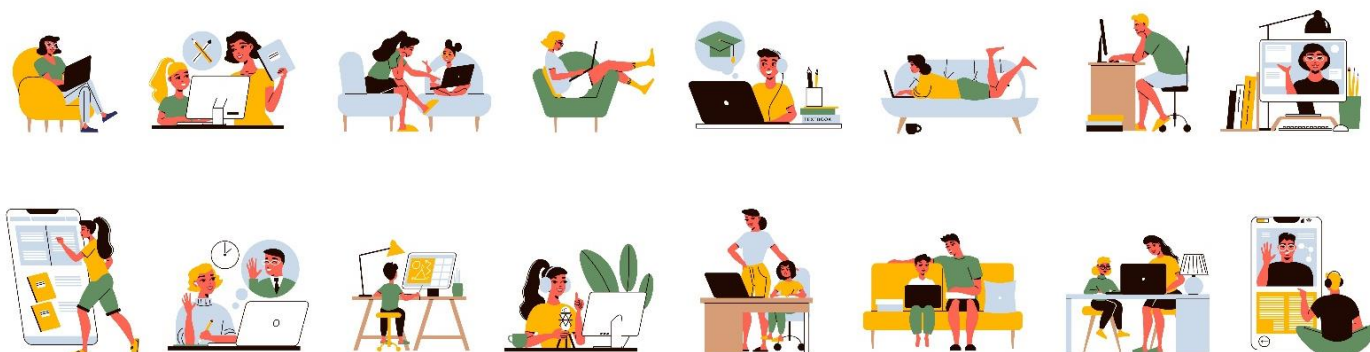
People who want to continue living independently and participate in society, need safety at home and in the streets, and secure measures to receive healthcare or to alert friends or family members. Also, most people look for opportunities to participate in community life.

The end-users who are the main target groups of SHAFE measures are people who need cure or care and who are aiming at a healthy lifestyle to prevent disease. Although this covers in principle all ages and health states, older people, persons with disability as well as their relatives are the predominantly targeted client groups. This also applies to measures to improve the physical environment, but these measures can also be applicable to tall or small people, including children, and people with luggage or prams, which is the case with inclusive universal design, where the design is agnostic of age or ability.

Learners with lower skills or qualifications

Erasmus+ focuses on the involvement of learners with lower skills and/or qualifications and to facilitate them with appropriate learning offers. The first phase of the project included an exploration of how to include these people and their points of attention for learning. These insights were taken into account while developing the modules. For example, by focusing on short sentences, illustrations, or interactive quizzes. You can also read more about the results of the exploration in the first stage of the project in the European Hands-on Synthesis Report, which compiles international expert opinions and research results. The report can be accessed by clicking the button below or under this link: https://hands-on-shafe.eu/sites/default/files/hos_o1_european_synthesis_report_final_v01.03.pdf.

The Hands-on SHAFE European Synthesis Report (2020)



2.2 Types of facilitators of the Hands-on SHAFE learning framework

To include people with lower skills or qualifications, the role of the stakeholders and supporters is of utmost importance. They have access to the target groups directly, for example in neighbourhood meetings or informal and formal caregivers that can be met in health and social care organisations. Stakeholders can interest and motivate the facilitators and point them in the right direction. SHAFE learning can be provided in online facilities, but also printed versions of the learning materials can be distributed. SHAFE learning can be done together in a group to solve open questions in the discussion, or alone at home. As the learning materials can be accessed online or as PDF versions, they can be used online but also in offline Workshops.

To prepare facilitators for their tasks, the needs of persons at an advanced age or with a disability must be given special consideration. As volunteers, caregivers, or self-employed persons with a comparably low level of skills will usually deal with the needs of everyday life in these groups. Problems that demand solutions at technically advanced levels will still be subject to specialist knowledge. Therefore, social and public institutions could integrate these specific and more complex topics in their learning and workshop frameworks. Moreover, retired architects or interior designers, for example, could cover this area as volunteers, too.

In many cases, SHAFE facilitators can render support on a self-employed basis. In other parts, volunteers are better equipped to fulfil the needs of the end-users. Well-trained and prepared volunteers can, for instance, visit older people in their own homes, work remotely over the phone by calling people to see if they are doing well, teach people to use technology, go for a walk, just chat, use the internet, go shopping, accompany them to the doctor, hairdresser, etc. Such interactions can also help facilitators who have been thrust into the role through a change in the health status of a family member and are feeling isolated and ill-informed about the elements of their role. A short overview is given below about the different SHAFE facilitators that the Hands-on SHAFE project has distinguished:

Volunteers



Volunteers are of all ages, interests, availability, and competencies. Except for a small allowance and reimbursement of costs, volunteers are in general not paid for the work they deliver. The drivers of work normally originate from the will to do good for society in all aspects and/or to live a purposeful and engaged life. SHAFE volunteers may be entitled to work on the improvement of the social or physical environment mainly, for example by providing support such as shopping services, cleaning the streets, organising meetings, guidance for financial or legal affairs or active political participation in neighbourhood issues and many other roles.

Informal caregivers



Informal caregivers are concerned to support children, grandchildren, parents, neighbours, friends, or family members who are in need of care. Generally speaking, SHAFE informal caregivers are supported with the improvement of the digital, social and physical environment to enhance the chances of independent living, health, and well-being of the person they care for. Informal caregivers perform activities such as social and GP visits, organizing the care system, arranging housing adaptations, mobility provisions, etc.



Formal caregivers



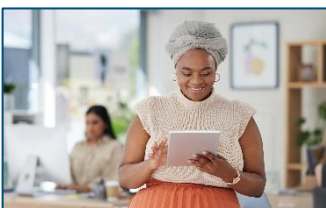
Due to the trend of independent living and increased demand for home care, carers, nurses, and other workers in social care and healthcare are faced with delivering care at home instead of at the institution. To deliver care at home it is necessary to improve the digital and physical environment of work. For example, to manage the performance at home, to provide alarm and safety functionalities and to improve the working conditions in the living room, bathroom or bedroom. SHAFE formal caregivers benefit from Hands-on SHAFE to improve or advise on the conditions at home.

Trainers in public and private education organizations



Another group of potential providers for the Hands-on SHAFE modules are public or private educational and training institutions or other organisations, such as libraries, cooperatives, or associations and other non-government organisations. They could, for example, embed the developed Hands-on SHAFE content in their existing services or even use it to create new offerings such as workshops or different guidance services.

Social entrepreneurs



The final group of SHAFE facilitators are people who want to set up a SHAFE business. They wish to deliver services and products to end-users and earn a living from this business. For example, to deliver digital services, architectural advice, cleaning services, gardening, beauty and wellness, and leisure to end-users who live independently at home and want to participate in society.

3 SHAFE learning and its elements

3.1 Why SHAFE solutions are needed

Smart, adaptable, and inclusive solutions can help improve and support independent living, regardless of age, gender, disabilities, cultural differences and personal choices.

A holistic approach that optimizes social and physical environments, supported by digital tools and services, allows the provision of better health and social care, promoting not only independent living, but also equity and active participation in society. This approach follows the United Nations guidelines, with the Sustainable Development Goals (in particular, objectives 3 and 11), stating that sustainable environments for all ages represent the basis for ensuring a better future for the entire population and addressing most of the growing issues of the ageing population. The challenges of different sectors, such as ICT, the building industry and urban planning and health and social care, as well as the challenges faced by citizens and their communities, are interlinked. Responding to these challenges will foster awareness and support for the creation and implementation of smart, healthy, and inclusive environments for present and future generations that enable them to learn, grow, work, socialise and enjoy a healthy life, benefiting from the use of digital innovations, accessibility solutions and adaptable support models in the European context.



The community is the physical, social, and cultural ecosystem that is the closest to people, built on relationships of trust, sharing, solidarity and intimacy, where people find social, cultural and identity references, socialise and live their daily lives. The objective conditions of the environment (pollution, accessibility, mobility, safety, comfort) affect the quality of life and well-being of citizens, particularly in the context of climate change and thus affect the whole community.

Thus, we foster actions that promote partnerships between technological and digital innovation, architecture, urban planning, social studies, and health sciences to design and simulate communities of belonging that leverage the potential of each sector to promote the existential dignity of all persons, regardless of their age, gender, health, social, educational, economic, cultural and identity conditions, as well as the levels of development of the region where they live.

SHAFE solution through Europe

To highlight different existing services and support the implementation of smart, healthy and age-friendly environments and to compile them on a European level, the Hands-on SHAFE project brought together services from all countries in a compendium. The aim is to provide an overview on good practices collated in the Hands-on SHAFE project. Each of the practices is described in detail in a table indicating in which area of Hands-on SHAFE and in which country the good practice is applied. You can access the report by clicking on the button below or under this link: https://hands-on-shafe.eu/sites/default/files/hos_o1_compendium_of_good_practices_final_v01.05.pdf

The Hands-on SHAFE Compendium of good practices

3.2 The Hands-on SHAFE e-learning platform

The Hands-on SHAFE e-learning platform is embedded on the [website](http://www.hands-on-shafe.eu) (www.hands-on-shafe.eu) and is the main source of the created learning materials that are developed in the project. All the different learning areas (more details in chapter 4) and the specific learning modules (more details in chapter 3.3) can be accessed online in all the different languages.

To provide learners with targeted support for navigating through the website and its content, an additional **TUTORIAL** has been created, which can be followed in the form of a presentation with various steps, similar to the learning modules. Click the following link to access the tutorial: https://hands-on-shafe.eu/sites/default/files/hos_tutorial_en.pdf

3.3 Construction of the Hands-on SHAFE learning modules

The Smart Healthy Age-Friendly Environments (SHAFE) learning concept is built on the areas of SMART, HEALTHY and BUILT environments and their interconnections. Each block contains several learning modules that provide training of all kinds. Next to these SHAFE areas, a full set of learning modules is available to set up a SHAFE business. Insights on business creation and modelling are available to enable social entrepreneurs to go for a SHAFE business. For a complete overview of the learning areas and modules see chapter 4. Each learning module is available in Dutch, English, German, French, Polish and Portuguese.



Structure of the modules

Learning modules are developed based on a common template to keep the interactive look and feel the same across all the Hands-on SHAFE modules. Once finalised, they are uploaded onto the e-learning platform. Each learning module follows this structure:

- Overview of the learning goals
- Chapters
- Targeted audience
- Slides explaining the learning content
- Summary of acquired skills at the end of each chapter and module
- Quizzes to assess the learning progress
- Proposals for the next learning modules
- Opportunities to repeat the chapters or the whole module

Order of learning

There is no preferred order for learning the Hands-on SHAFE concept. In general, each module is accessible and can be followed independently. At the end of each module, it is indicated what potential next steps can be followed.

Sometimes there is a matter of basic and advanced learning of SHAFE skills. For example, in the SMART learning content, the module **SMART 02: Making and receiving calls on a smartphone** could be considered as basic, while the module **SMART 06: Wearable technology** is more advanced and is addressed to learners who have already covered the other SMART learning modules. There are cases where for increasing the understanding of a certain module it is better to follow another module first, so the introduction to each module indicates the dependencies.

Another way in which the modules are interconnected is through the created personas that are further explained below in chapter 3.4. The six personas, which are virtual characters with specific skills and needs, provide a reality-based reflection within the different Hands-on SHAFE areas of the learning modules and are always linked to issues that these personas encounter in their daily lives. To find an adequate way to support these personas with such issues, the learner is invited to discover solutions within all of the different learning modules proposed within the four Hands-on SHAFE areas.

Online and in PDF format

All learning modules are available in two ways: as a digital interactive learning tool on the e-learning platform, or in PDF format to print or use at your own pace without an internet connection. For Hands-on SHAFE learners who are not digitally skilled or do not possess a laptop or computer, the Hands-on SHAFE stakeholder/supporter can provide prints of the learning material.

3.4 The Hands-on SHAFE personas to show day-to-day examples

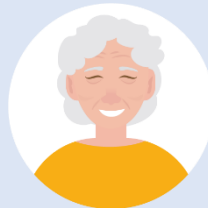
To facilitate the learning of SHAFE, the SHAFE learning platform makes use of six characters (personas) that demonstrate the potential needs and challenges of the end-users. The characters face challenges such as needing a wheelchair, aiming to follow a healthy lifestyle, suffering from dementia or chronic diseases. Below you can find a little further information about the different personas. You can find more information by clicking on the characters below. Moreover, you can find them on the website, by clicking on the [MEET](#) section or under this link: <https://hands-on-shafe.eu/en/meet>.



Cornelia (67) is retired and lost her husband 2 years ago. Since the loss of her husband, she has been avoiding social contact and even some of the activities she used to participate in. She has been feeling sad and tired, and she has noticed some unusual memory loss.



António (33) is a journalist and currently working from home. He has some health concerns and has been meaning to change his lifestyle, namely his eating habits. Moreover, he wants to start his own business and meet new people, because he would also like to give back to his community. António is a wheelchair user.



Maria (84) lives with her daughter and grandson in a flat on the 3rd floor with no central heating and no lift in a rural area. She has multiple chronic conditions and is prescribed many different medications.



Nikos (50) lives independently with his wife and runs his own shop in a small village. They work together at the shop and are currently coping with financial stress. He has diabetes, high cholesterol, high blood pressure and chronic obstructive pulmonary disease and does not feel empowered to manage his conditions.



Tom (70) is a man with light cognitive and physical disabilities, specifically in motor tasks, such as maintaining balance and staying for a long time standing. He lives with his wife in an apartment block close to a care home and he is supported by their home care services like the meal delivery service.



Teresa (83) and her 87-year-old husband are living in a small 3rd floor apartment with no lift in an urban area. Her husband, who leads a more passive life, has several long-term (chronic) conditions and is becoming more dependent on her. Teresa is increasingly having difficulties taking care of him.

3.5 The Hands-on SHAPE certification to provide an incentive for learning

To incentivise learners to learn new skills and complete the learning modules, the Hands-on SHAPE content also includes a certification system, which works like a self-assessment. Through this, learners can answer a quiz after completing a number of Hands-on SHAPE modules in an area and have the opportunity to receive a "Hands-on SHAPE Basic" or "Hands-on SHAPE Professional" certificate based on their answers. 28 questions need to be answered with a success rate of 14 (50%) to get a "Basic" certificate, and a rate of 21 (75%) to get a "Professional" certificate. If successful, the learner acquires a code to download these.

In addition to the quizzes for each of the Hands-on SHAPE areas, there is a summary quiz in which learners can also receive a "Hands-on SHAPE Facilitator" certificate for a more profound overview of all modules. Here the learner needs a success rate of 30 out of 40 questions (75%) to get a certificate. For all quizzes, the learners have as many attempts as they need.

Next to the opportunity of getting a Certificate of Completion as a learner, there is the possibility to provide Certificates of Participation as a trainer. Templates to create such Certificates of Participation can be downloaded from the e-learning platform, are available in different languages and can be tailored to different training settings with a few simple steps. It allows trainers to hand over Certificates of Participation to the attendees of their own Hands-on SHAPE training activities.

You can find the quizzes for the learner certification and the templates for the trainer certification by clicking on **CERTIFICATE** on the menu of the e-learning platform or under this link: <https://hands-on-shape.eu/en/certificate>.

Table 1: Certification overview


 CERTIFICATES		LEVELS		
		Basic	Professional	Facilitator
TYPES	SMART	50% of 28 questions (14 points)	75% of 28 questions (21 points)	75% of 40 more difficult questions (30 points)
	HEALTHY	50% of 28 questions (14 points)	75% of 28 questions (21 points)	
	BUILT	50% of 28 questions (14 points)	75% of 28 questions (21 points)	
	BUSINESS	50% of 28 questions (14 points)	75% of 28 questions (21 points)	

Table 2: Certificates' overview

BUSINESS	HEALTHY	BUILT	SMART	FACILITATOR
				
				



4 The different areas of Hands-on SHAFE and their learning topics

The areas of Hands-on SHAFE are explained below, and their learning modules can be found under **LEARN** on the online learning platform or under this link: <https://hands-on-shafe.eu/en/learn>. As explained before, the Smart Healthy Age-Friendly Environments (SHAFE) learning concept is built on the areas of SMART, HEALTHY and BUILT environments and their interconnections. A further block contains a GENERAL explanation of the project and potential facilitators. Moreover, a full set of learning modules is available to set up a SHAFE BUSINESS. Each of the named areas contains several learning modules that provide training of all kinds. All modules are available in the languages Dutch, English, German, French, Polish and Portuguese. All the different areas are described below with their respective modules and a summary of their contents.

GENERAL

The General Learning Package equips learners with useful background information on the aims and areas of the SHAFE concept and the Hands-on SHAFE learning material. This makes the General package a perfect introduction to the use of Hands-on SHAFE. You can find the learning package by clicking the button below or under this link: <https://hands-on-shafe.eu/en/general>.



GENERAL 01: SHAFE And Me. An Introduction to SHAFE Environments

Smart Healthy Age-Friendly Environments focus on people and places. They combine built environments (housing, public spaces and buildings) with smart information and communications technology (ICT) applications, social participation and healthy solutions. They enable more independent living, better participation in society and well-being for citizens.



GENERAL 02: Communication and Presentation Techniques

This module will help you to better understand communication processes. It will show you how important it is to understand the needs and wishes of your target group. And it will help you to find effective ways to deal with conflict situations. This will make it easier for you to communicate your ideas in the best possible way.



Click here to access the GENERAL area on the e-learning platform

SMART

The training package SMART mainly focuses on delivering ICT for HEALTHY and ICT for BUILT training content for learners who want to dive into the world of digital opportunities and facilitators who would like to engage in the SHAFE economy either as volunteers or as entrepreneurs. The SMART training package will help to demonstrate how to use the Internet of Things (IoT) and mobile technology to enable them to support smart healthy ageing at home and in the community. You can find the learning package by clicking the button below or under this link: <https://hands-on-shafe.eu/en/smart>.



SMART 01: Mobile technology

This module presents an introduction to mobile technology that can help to support active and healthy lifestyles to facilitate independent living. It covers some of the things to consider about buying and setting up mobile devices.



SMART 02: Making and Receiving Calls With A Smartphone

This module describes how to make and receive calls with a smartphone. It adopts a practical hands-on approach and is intended to be a resource for those who work with mobile technology themselves. It can also be used as a reference to help less-confident users to make calls on a smartphone.



SMART 03: How to Communicate by Text With A Smartphone

There are several different ways to communicate by text on a smartphone. This module focuses on a brief introduction to three approaches for sending textual information: SMS messaging, e-mails and social media texting through apps such as WhatsApp and similar applications.



SMART 04: Personal mobile security

Mobile devices like phones contain a lot of data about your life, that should be secured. This module describes some things to be careful about when you are using mobile technology.



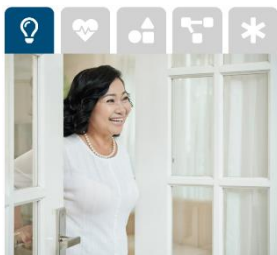
SMART 05: Calendars, Alarms and Maps

This module covers some of the more advanced uses of a mobile phone that can be useful in organising your day. The “Calendar”, “Clock” and “Google Maps” apps are very useful to help you remember appointments and find your way to them



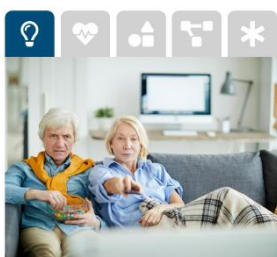
SMART 06: Wearable technology

This module looks at wearable technology. There is a focus on wearables for health, well-being, and lifestyle with a particular focus on smartwatches.



SMART 07: Introduction to Home Security Locks

This module provides an overview of rudimentary home security locks that have been publicised by policing agencies to minimise crime directed at older persons. There is no reliance on high technical solutions, but smart creative strategies that can be easily and modestly implemented in most properties. Knowing what alternatives are available could make life easier and permit the older person retain their independence and confidence for longer.



SMART 08: Introduction to Remote Controlled Switch Sockets

This module provides an overview of basic off-the-shelf home switch sockets that can be switched on and off using a remote control. This is a low-tech solution but is a smart creative strategy that can be easily and cheaply implemented in most existing dwellings. The main emphasis is to explain smart switch sockets that come out of a set package and not the more technical units using network routers and IP configurations.



[Click here to access the SMART area on the e-learning platform](#)



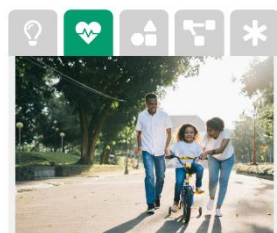
HEALTHY

According to the WHO, Health is a state of complete physical, mental, and social well-being and not merely the absence of disease or infirmity. Given the rise of chronic disease, the HEALTHY area of Hands-on SHAPE emphasises the ability to adapt and self-manage in the face of social, physical, and emotional challenges. The training area includes health literacy, healthy lifestyles, therapies (medication or treatment, psychological, or physical therapy), dementia and other cognitive impairments, chronic diseases and physical impairments, and their linkages with ICT and physical and social environments. You can find the learning package by clicking the button below or under this link: <https://hands-on-shape.eu/en/healthy>.



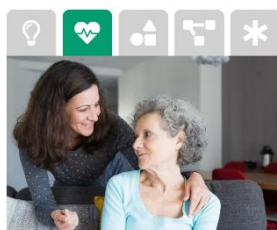
HEALTHY 01: Basic Information on Health and Well-being

This unit aims to give you relevant knowledge, skills, and competencies about basic concepts in health and well-being to enable you to learn more about health management.



HEALTHY 02: Lifestyle and Therapy

This module gives you some tips about healthy and affordable eating, exercising, safe use of medication and wellness therapies. By the end of this unit, you'll know more about these topics, and you'll be one step closer to becoming a facilitator in your community when it comes to the uptake of a healthier lifestyle!



HEALTHY 03: Chronic Diseases

In this module, you will learn about some chronic diseases, including associated risk factors and how you can prevent them. Moreover, it will also give you some tips on how to live with a chronic disease and help a friend or relative that has a chronic condition, taking into account the guidance of Family Physicians.



HEALTHY 04: Physical and sensory impairment

In this module, you will learn about physical and sensory impairment, including techniques and strategies on how to cope with those conditions and how to slow or prevent their development.



HEALTHY 05: Cognitive impairment and dementia

In this module, you will learn about cognitive impairment and dementia, including techniques and strategies on how to cope with those conditions and how to reduce the risk of developing dementia.

[Click here to access the HEALTHY area on the e-learning platform](#)

BUILT

The BUILT module focuses on housing, public spaces, buildings and mobility which are the domains constituting the physical dimension of WHO's age-friendly environments. Undoubtedly, the built environment largely influences our health and well-being and, where it is properly implemented, it can keep us healthy and independent for longer. The safer, more comfortable, smarter and easier to maintain the built environment is, the more people will be able to remain healthy, meaning more savings in social and health care. Apart from focusing on purely physical dimensions, the BUILT area will also pay attention to healthcare, social care, and health. You can find the learning package by clicking the button below or under this link: <https://hands-on-shape.eu/en/built>.



BUILT 01: Basic

In this module you will learn why paying attention to ageing needs and functional difficulties in terms of house design is important at a younger age. The duration of this module is 1 hour.



BUILT 02: Age-friendly home

In this module, you will learn about the basic features of an age-friendly home. It is recommended to consider them when you or someone you know will need some age-friendly adjustments to their home.



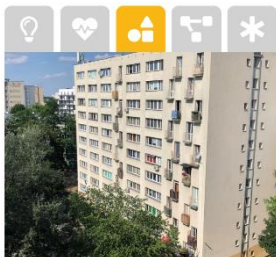
BUILT 03: Dementia-Friendly Home

In this module, you will learn how to organize and make respective adaptations at home to create a safe and friendly space for people living with dementia and their caregivers.



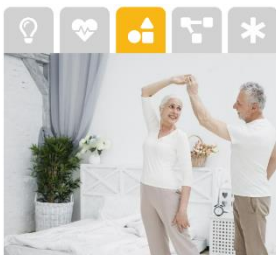
BUILT 04: Age-friendly services

In this module, you will learn about age-friendly services, which are an indispensable component of an age-friendly neighbourhood. Their availability and accessibility highly impact the quality of life of all residents, particularly the older ones.



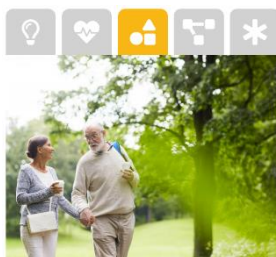
BUILT 05: Nature and the built environment

In this module, you will learn how nature can influence our health and what we can do to create a greener and healthier environment. This is very important as many challenges are expected and we need to tackle them.



BUILT 06: Mobility at Home

In this module, you will learn how to help older adults to move safely about their homes and to reduce the risk of falls.



BUILT 07: Mobility Outside

In this module, you will learn how to facilitate increased mobility of older adults in outdoor environments.



[Click here to access the BUILT area on the e-learning platform](#)

BUSINESS

According to European Union's studies, the ageing population is going to increase significantly over the next twenty years. These demographic alterations in our society have already started to raise modern challenges that require new solutions. SHAFE-oriented products and services, just like social initiatives, are part of the solutions that could make our society more age-friendly. The BUSINESS training package aims to support entrepreneurs who want to start with a SHAFE service by giving them the appropriate tools to start and develop their projects in the best possible conditions. You can find the learning package by clicking the button below or under this link: <https://hands-on-shafe.eu/en/business>.



BUSINESS 01: The Stages of Business Creation

In this module, you will get an overview of all the steps involved in starting a business. You will learn the meaning of each step and its interdependence with the other steps.



BUSINESS 02: Human-Business Coherence

In this module, you will learn why the key element of creating a business is coherence. You will learn to assess how much your motivations, skills and needs are coherent with what a SHAFE business requires.



BUSINESS 03: Clarification of the Idea

You have just evaluated your Human-Company Coherence and you wish to go further in the development of your company project. This training unit is for you. You will learn why and how to make your idea clearer and better organised. This is the starting point for your business development.



BUSINESS 04: Market study

This module explains what a market study is, why a market study is an important part of the business development process and how to conduct it. Forget the idea that a market study is about manipulating tons of data and statistics. In fact, a market study just involves observing and analysing your environment, no more, so let's start together.



BUSINESS 05: Business model and strategy

This module aims to help you work on the economic model and the strategy of your future business.



BUSINESS 06: Financial forecasts

This module aims to help you create your own financial forecasts.



BUSINESS 07: Business plan

Now, it's time to present your business project to various partners. The business plan aims to help you to present your project in a few minutes concisely.



[Click here to access the BUSINESS area on the e-learning platform](#)



5 Become an associated partner and help us make Hands-on SHAPE available for more people

If you like the learning materials and you have an idea or proposal to use or expand the Hands-on SHAPE offer, you could also consider becoming an Associated Partner and an active part of the project!

This gives you the opportunity, for example, to translate the learning modules into other languages or to exchange joint results in the use of the materials with other associated partners. Be one of the first to learn about innovations in Hands-on SHAPE and start to contribute to the learning content yourself. What are you waiting for?

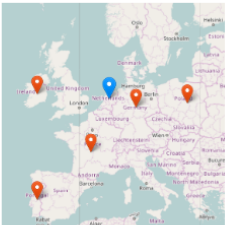
To become an Associated partner, please get in touch with us via the [CONTACT](#) window in the learning platform menu (<https://hands-on-shape.eu/en/contact>). Simply leave your email and tell us why you are interested in becoming an Associated partner and we will come back to you. If you have further questions regarding Hands-on SHAPE, you can also get in touch with the project coordinator or with all the national partners that participated in the project.

GET IN TOUCH!

Project coordinator, for issues related to project management and finances.

Technical coordinator, for issues related to data and privacy, as for technical and usage of the tools.

Country specific contact:



- France
- Germany
- Ireland
- Poland
- Portugal
- The Netherlands

Your name *

Email address *

Comments *

SUBMIT