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Addressing the Regional Labour Market Needs through Development and Certification of New Programs for Adult Education

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Intellectual Output 8

Adult Education Programme for North West Region in Romania

Organic farming and food production

Skopje, Bucharest, Bonn

2017



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Introduction

The Adult Education programme *Organic farming and food production* was developed as an intellectual output in the frame of the project Addressing the Regional Labour Market Needs (Adult – Reg) through Development and Certification of New Programmes for Adult Education, funded by the Erasmus+ Programme of the European Union. The project is part of the KA2 Strategic Partnership Programme delivered through National Agency for European Educational Programmes and Mobility in Macedonia.

The project is implemented by Lifelong Learning Center from Skopje Macedonia in partnership with Euro Adult Education Association from Bucharest Romania, DVV International from Bonn, Germany, Community Development Institute from Tetovo, Macedonia, Open Civic University Joska Svestarot from Strumica, Macedonia, "Gheorghe Sincai" Bihor County Library from Oradea, Romania, and Popular Art School from Ramnicu Valcea, Romania.

The Adult Education programme *Organic farming and food production* is one of eight Adult Education Programmes which were developed as a result to prior assessment of labour market needs in four regions in Macedonia and Romania including the North West Region in Romania, which this programme is aimed for. The assessment has provided on time and reliable inputs in identification of the Adult Education Programmes relevant to the specific requirements for the labour market needs in North West region.

Development of this Adult Education Programme is done by professionals from three countries Macedonia, Romania and Germany. Their role was to structure, develop, review and finalise the programme.

The programme is in piloting phase and certification process.

The expertise on development of organic farming and food production was provided from Prof. Petre Voicu, Teodora Chifor and Marin Matache. The development of the final programme including reviews, improvements and completion was provided by the expertise on Adult Education from Lifelong Learning Center, Euro Adult Education Association and DVV International.

I	Programme Title	Organic farming and food production	
II	Description of the programme		
	<p>The training program applies to people in rural areas and to unemployed individuals who want to start a small business in organic farming. The training supposes competences that are necessary to identify the necessary sources, by using modern methods of organic farming. The training is applied to workers from agricultural plants field which deal with the activities of earth cultivation for obtaining cereals (wheat, barley, oats, barley, maize), industrial crops (sunflower, sugar beet, soybean, rape etc.) through ecological technologies. The training program proposes to develop necessary skills to identify the sources of environmental pollution, the use of analytical methods and pollution of appropriate measures to prevent and combat environmental pollution, ecological organization culturally appropriate crop rotations. The training program is pursuing to develop required skills to carry out fertilization and pest control with natural products clean, crop maintenance, harvesting and primary and secondary production recovery after the ecological technology.</p>		
III	Modules and Learning outcomes		
	Modules		Outcomes
	1	Organization of the workplace	<ul style="list-style-type: none"> ✓ organizational scheme and hierarchical links, operational and functional; ✓ internal communication procedures specific to the workplace; ✓ organizational scheme and hierarchical relationships specific functional at the workplace; ✓ composition of the teams working for different types of specific organic crops; ✓ phases of works specific agricultural and other activities involving collaboration with other workers;
	2	Application of healthy, veterinary rules and environmental pollution rules	<ul style="list-style-type: none"> ✓ the rules for preventing and against fire specific for the activities; ✓ warning systems, systems for locating points for prevention and against fire; ✓ safety rules and standards for prevention and against-fire for the specific tasks; ✓ existing pollution sources in agriculture.
	3	Farm organising	<ul style="list-style-type: none"> ✓ pedo-climatic requirements of species and crop varieties;

		<ul style="list-style-type: none"> ✓ notions about organic crop rotations; ✓ optimal periods of works to mobilize the soil; ✓ natural fertilizers; ✓ field crops sowing of ecological technology: straw cereals.
4	Execution of household works maintenance	<ul style="list-style-type: none"> ✓ types of maintenance, purpose; ✓ the technology maintenance of plants in the ecological field; ✓ organic methods of weed control; ✓ special works applied in seed lots; ✓ organic products used for pest and disease control .
5	Preparation and food of plant and animal	<ul style="list-style-type: none"> ✓ The correct way in identifying the necessary working means processing of raw materials of vegetable and animal; ✓ The fairness in preparing the workspace; ✓ Responsibility for identifying the need for raw materials and auxiliaries necessary for obtaining various types of products; ✓ The correct way in preparing storage facilities for products differentiated by type.
6	Ensuring the quality of the works performed	<ul style="list-style-type: none"> ✓ Standard methods for quality assurance; ✓ Work procedures, control procedures, working technology etc.; ✓ Technical quality assurance procedures, specific ecological restoration; ✓ Ecological restoration technologies; ✓ Control technologies.
7	Develop a business plan	<ul style="list-style-type: none"> ✓ Information about how to initiate a business; ✓ To patent the ecological products; ✓ The description of products; ✓ The management and organization; ✓ Funding sources.
IV	Target groups	
	<ol style="list-style-type: none"> 1. People from rural area who are already working in agriculture; 2. Inactive people who attain agricultural knowledge and pursue to develop a business on production of organic food; 3. People from rural area who are working in subsistence agriculture and pursue to develop a business on production of organic food; 	

	4. Unemployed people from rural area who have been working in agriculture or in production of organic food pursue to develop a business dealing with of organic food or wish to get employed in this field.									
V	Modules									
	1	Organization of the workplace								
	1.1	<p>Learning outcomes</p> <p>Participants will be able:</p> <ul style="list-style-type: none"> ✓ To know to respect the hierarchical relations, operative and functional and the internal communication procedures; ✓ To know how to use the correct professional language; ✓ To have consistency in addressing and formulating the ideas; ✓ To know resolve any differences arising in the workplace; ✓ To know to identify his/her own role within the team in case of a specific work. 								
	1.2	<p>Indicators</p> <ul style="list-style-type: none"> - At least 15 participants will acquire basic knowledge regarding the organization of the workplace 								
	1.3	<p>Time required</p> <p>5 school class hours (1 school class hour last 45 ')</p> <p>The total number of hours provided will be distributed as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: left;">Practical input</td> <td style="text-align: right;">2,5 hours</td> </tr> <tr> <td style="text-align: left;">Theoretical Input</td> <td style="text-align: right;">2 hours</td> </tr> <tr> <td style="text-align: left;">Evaluation</td> <td style="text-align: right;">0,5 hours</td> </tr> <tr> <td style="text-align: left;">Total Number of Hours:</td> <td style="text-align: right;">5 hours</td> </tr> </table>	Practical input	2,5 hours	Theoretical Input	2 hours	Evaluation	0,5 hours	Total Number of Hours:	5 hours
	Practical input	2,5 hours								
Theoretical Input	2 hours									
Evaluation	0,5 hours									
Total Number of Hours:	5 hours									
1.4	<p>Compulsory</p> <ul style="list-style-type: none"> - Each participant is required to attend at least 75% of classes (total projected duration) of the module; - All participants are required to do exams, i.e. to take part in the evaluation process / Module 									
Methodology:										

Please tick the fields that are applicable to the methodology which is relevant to the module. If there are other methods to be used please insert them below in the empty fields:

- | | | | | |
|---|---|---|--|---|
| <input checked="" type="checkbox"/> Lecture | <input checked="" type="checkbox"/> Exercises in small groups and pairs | <input type="checkbox"/> Practical problems solving | <input type="checkbox"/> Debate | <input type="checkbox"/> Individual lessons |
| <input checked="" type="checkbox"/> Presentations | <input type="checkbox"/> Individual work | <input type="checkbox"/> Exposition method | <input checked="" type="checkbox"/> Group discussions | <input checked="" type="checkbox"/> Home learning |
| <input type="checkbox"/> Visualisation | <input type="checkbox"/> Case studies | <input type="checkbox"/> Practical learning on the spot | <input type="checkbox"/> Classification exercises | <input type="checkbox"/> Production of essays |
| <input checked="" type="checkbox"/> Video Presentations | <input type="checkbox"/> Role play | <input type="checkbox"/> Workshops | <input type="checkbox"/> Identification exercises | <input type="checkbox"/> Laboratories |
| <input type="checkbox"/> Peer reviews | <input type="checkbox"/> Analyses of examples | <input type="checkbox"/> Testimonials of practitioners | <input type="checkbox"/> Mentoring provided by professionals | <input type="checkbox"/> Quiz |
| <input type="checkbox"/> Curriculum | <input type="checkbox"/> Interactive board | <input type="checkbox"/> Monitoring | <input type="checkbox"/> Simulations | <input type="checkbox"/> Self-directed learning |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Equipment and Materials:

Please tick the fields that are applicable to the equipment and materials relevant to the module. If there are other equipment and materials please insert them below in the empty fields:

- | | | | | |
|--|--|------------------------------------|--|---|
| <input checked="" type="checkbox"/> LCD-projector | <input checked="" type="checkbox"/> Computer | <input type="checkbox"/> Tablets | <input type="checkbox"/> Internet connection | <input checked="" type="checkbox"/> Flipchart |
| <input checked="" type="checkbox"/> Markers in different colours | <input type="checkbox"/> A4 sheets | <input type="checkbox"/> Metaplans | <input checked="" type="checkbox"/> Pens | <input type="checkbox"/> Whiteboard |
| <input type="checkbox"/> Tape | <input type="checkbox"/> Folders | <input type="checkbox"/> Cards | <input type="checkbox"/> Internet | <input type="checkbox"/> Paper clips |

<input type="checkbox"/> Pictures/ Drawings	<input type="checkbox"/> Textbooks	<input type="checkbox"/> Brochures	<input checked="" type="checkbox"/> Workbook/ diary	<input checked="" type="checkbox"/> teaching materials prepared by the trainer
<input type="checkbox"/> Magazines and brochures	<input type="checkbox"/> Interactive board	<input type="checkbox"/> Stickers	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assessment:				
<input checked="" type="checkbox"/> Knowledge/ proficiency tests		<input type="checkbox"/> Electronic test		<input checked="" type="checkbox"/> Final test
<input checked="" type="checkbox"/> Problem solving		<input type="checkbox"/> Working in groups and simulations		
<input checked="" type="checkbox"/> Application of knowledge through practical examples				
<input type="checkbox"/> Onsite skills testing		<input type="checkbox"/> Simulations		<input type="checkbox"/> Homework
<input checked="" type="checkbox"/> Group exercises		<input type="checkbox"/> Questionnaires		<input type="checkbox"/> Practical exercises
<input type="checkbox"/> Expert hearings		<input type="checkbox"/> Projects		<input checked="" type="checkbox"/> Spoken examination
<input type="checkbox"/> Role play		<input type="checkbox"/> Logs		<input type="checkbox"/> Simulations
<input type="checkbox"/> Teaching sheets		<input type="checkbox"/> Personal interviews		<input type="checkbox"/> Quiz
1.5	Topic 1 title	<i>Communicating at workplace</i>		
Description:				
Communication is done by people who have the same duties in the activities of organic production, respecting hierarchical, operative and functional relations. The communication method used is appropriate to internal procedures and allows fast and accurate transmission of				

information. The information submitted is true, complete and expressed in the specific language of the workplace. Professional issues are discussed and resolved through a process accepted by all group members. Their viewpoints are clearly substantiated and are expressed without restraint.

In this section we will address the following themes:

- To transmit and receive information;
- To participate in professional discussions.

1.6	Topic 2 title	Teamwork
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Description:

Teamwork refers to the role within the team, depending on how it is identified the type of job you are running. The role within the team is identified very precisely depending on the tasks the worker has to accomplish. The own activity is carried out so that it fits into the overall work of the team. The activity is carried out so that the work executed in the context required has to be achieved environmentally friendly. Phases of works specific agricultural and other activities involve collaboration with other workers in the team.

In this section we will address the following themes:

- To identify his/her own role within the team;
- To develop the activities to achieve the objectives;
- To involve in the activities which will be perform.

2	Title of the module 2	The application of the healthy, veterinary and environmental protection rules
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2.1	Learning outcomes	Participants will be able: <ul style="list-style-type: none"> ✓ To know to respect the labour rules and standards for prevention and against fire at the all stages of activity; ✓ To know to act with fairness and readiness in case of an accident; ✓ To have capacity to decide and react to unforeseen situations; ✓ To know to act in case of an accident; ✓ To know how to identify the sources of environmental pollution; ✓ To be responsible for the verification and the emergence of new sources of pollution and the release of harmful factors.
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2.2	Indicators	- At least 15 participants will acquire basic knowledge regarding the application of the healthy, veterinary and environmental protection rules								
2.3	Time required	<p>5 school class hours (1 school class hour last 45 ')</p> <p>The total number of hours provided will be distributed as follows:</p> <table border="1" data-bbox="583 496 1621 740"> <tr> <td>Practical input</td> <td>2,5 hours</td> </tr> <tr> <td>Theoretical Input</td> <td>2 hours</td> </tr> <tr> <td>Evaluation</td> <td>0,5 hours</td> </tr> <tr> <td>Total Number of Hours:</td> <td>5 hours</td> </tr> </table>	Practical input	2,5 hours	Theoretical Input	2 hours	Evaluation	0,5 hours	Total Number of Hours:	5 hours
Practical input	2,5 hours									
Theoretical Input	2 hours									
Evaluation	0,5 hours									
Total Number of Hours:	5 hours									
2.4	Compulsory	<ul style="list-style-type: none"> - Each participant is required to attend at least 75% of classes (total projected duration) of the module; - All participants are required to do exams, i.e. to take part in the evaluation process / Module 								
<p>Methodology: Please tick the fields that are applicable to the methodology which is relevant to the module. If there are other methods to be used please insert them below in the empty fields:</p>										

<input checked="" type="checkbox"/> Lecture	<input checked="" type="checkbox"/> Exercises in small groups and pairs	<input type="checkbox"/> Practical problems solving	<input type="checkbox"/> Debate	<input type="checkbox"/> Individual lessons
<input checked="" type="checkbox"/> Presentations	<input type="checkbox"/> Individual work	<input type="checkbox"/> Exposition method	<input type="checkbox"/> Group discussions	<input checked="" type="checkbox"/> Home learning
<input type="checkbox"/> Visualisation	<input checked="" type="checkbox"/> Case studies	<input type="checkbox"/> Practical learning on the spot	<input type="checkbox"/> Classification exercises	<input type="checkbox"/> Production of essays
<input checked="" type="checkbox"/> Video Presentations	<input type="checkbox"/> Role play	<input type="checkbox"/> Workshops	<input type="checkbox"/> Identification exercises	<input type="checkbox"/> Laboratories
<input type="checkbox"/> Peer reviews	<input type="checkbox"/> Analyses of examples	<input type="checkbox"/> Testimonials of practitioners	<input type="checkbox"/> Mentoring provided by professionals	<input type="checkbox"/> Quiz
<input type="checkbox"/> Curriculum	<input type="checkbox"/> Interactive board	<input type="checkbox"/> Monitoring	<input type="checkbox"/> Simulations	<input type="checkbox"/> Self-directed learning
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Equipment and Materials:

Please tick the fields that are applicable to the equipment and materials relevant to the module. If there are other equipment and materials please insert them below in the empty fields:

<input checked="" type="checkbox"/> LCD-projector	<input checked="" type="checkbox"/> Computer	<input type="checkbox"/> Tablets	<input checked="" type="checkbox"/> Internet connection	<input checked="" type="checkbox"/> Flipchart
<input checked="" type="checkbox"/> Markers in different colours	<input type="checkbox"/> A4 sheets	<input type="checkbox"/> Metaplans	<input checked="" type="checkbox"/> Pens	<input type="checkbox"/> Whiteboard
<input type="checkbox"/> Tape	<input type="checkbox"/> Folders	<input type="checkbox"/> Cards	<input checked="" type="checkbox"/> Internet	<input type="checkbox"/> Paper clips
<input type="checkbox"/> Pictures/ Drawings	<input type="checkbox"/> Textbooks	<input type="checkbox"/> Brochures	<input checked="" type="checkbox"/> Workbook/ diary	<input checked="" type="checkbox"/> teaching materials prepared by the trainer
<input type="checkbox"/> Magazines and	<input type="checkbox"/> Interactive board	<input type="checkbox"/> Stickers	<input type="checkbox"/>	<input type="checkbox"/>

brochures		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assessment:		
<input checked="" type="checkbox"/> Knowledge/ proficiency tests	<input type="checkbox"/> Electronic test	<input type="checkbox"/> Final test
<input checked="" type="checkbox"/> Problem solving	<input type="checkbox"/> Working in groups and simulations	
<input checked="" type="checkbox"/> Application of knowledge through practical examples		
<input type="checkbox"/> Onsite skills testing	<input type="checkbox"/> Simulations	<input type="checkbox"/> Homework
<input type="checkbox"/> Group exercises	<input type="checkbox"/> Questionnaires	<input type="checkbox"/> Practical exercises
<input type="checkbox"/> Expert hearings	<input type="checkbox"/> Projects	<input checked="" type="checkbox"/> Spoken examination
<input type="checkbox"/> Role play	<input type="checkbox"/> Logs	<input type="checkbox"/> Simulations
<input type="checkbox"/> Teaching sheets	<input type="checkbox"/> Personal interviews	<input type="checkbox"/> Quiz
2.5	Topic 1 title	<i>Apply the rules on prevention and firefighting</i>
Description:		
<p>This topic refers to the laws and regulations of labor protection, if are understandable in accordance with specific workplace. How to use the supplied protective equipment and if it is used correctly. Protection equipment is maintained and kept safe under the current rules. The specific activity is permanently performed according to the rules of labor protection. Organization of control and prevention by highlighting material endowments showing the danger of fire, and by general and specific measures for fire prevention. Organization of defense against fire in the workplace (warehouse or farm animal farm, straw cereals harvest point) enables prevention, rescue supplies, training employees,</p>		

marking the dangers of fire and extinguishing organization (use of supplied extinguishing).

In this section we will address the following themes:

- To apply the rules of labour protection;
- To apply the rules on prevention and against fire;
- To apply the emergency procedures and evacuation.

2.6	Topic 2 title	<i>Apply the rules of environmental protection</i>
<p>Description: In this section we refer to sources of pollution in the environment to be properly identified in relation to specific pollutants. Sources of environmental pollution are identified carefully by recognizing how environmental damage. Delimitation of pollution sources is carried out correctly by identifying ways of dispersing polluting. Identifying the degree of environmental pollution is carried out carefully, organoleptic. Protection against the adverse effects of pollution is established with responsibility, in accordance with applicable methods. Pollution prevention is carried out correctly related to size and consequences of the pollution source. Preventing and combating pollution of soil, water and air is achieved by applying proper methods and specific treatments.</p> <p><i>In this section we will address the following themes:</i></p> <ul style="list-style-type: none"> - To apply the rules of environmental protection; - To act for reducing the environmental risks; - To identify the sources of environmental pollution; - To use the methods of identification of the pollution; - To apply the measures to prevent and combat the environmental pollution. 		
3	Title of the module 3	Ecological farm organizing
3.1	Learning outcomes	Participants will be able: <ul style="list-style-type: none"> ✓ To know how to correctly apply the technological knowledge on organic crop production; ✓ To know how to recognize the organic products used to treat various seeds; ✓ To know how to utilize the ecological methods for combating the weeds; ✓ To use the proper adoption of different methods of harvesting;

		<ul style="list-style-type: none"> ✓ To know the running accuracy according to the established land release; ✓ To know correctly the application of ecological harvesting technology, release, transport and storage; ✓ To know how to properly store and label agricultural products. 															
3.2	Indicators	- At least 15 participants will acquire basic knowledge regarding Ecological farm organizing															
3.3	Time required	<p>5 school class hours (1 school class hour last 45 ')</p> <p>The total number of hours provided will be distributed as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Practical input</td> <td style="text-align: right;">2,5 hours</td> </tr> <tr> <td>Theoretical Input</td> <td style="text-align: right;">2 hours</td> </tr> <tr> <td>Evaluation</td> <td style="text-align: right;">0,5 hours</td> </tr> <tr> <td>Total Number of Hours:</td> <td style="text-align: right;">5 hours</td> </tr> </table>	Practical input	2,5 hours	Theoretical Input	2 hours	Evaluation	0,5 hours	Total Number of Hours:	5 hours							
Practical input	2,5 hours																
Theoretical Input	2 hours																
Evaluation	0,5 hours																
Total Number of Hours:	5 hours																
3.4	Compulsory	<ul style="list-style-type: none"> - Each participant is required to attend at least 75% of classes (total projected duration) of the module; - All participants are required to do exams, i.e. to take part in the evaluation process / Module 															
<p><u>Methodology:</u></p> <p>Please tick the fields that are applicable to the methodology which is relevant to the module. If there are other methods to be used please insert them below in the empty fields:</p> <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td><input checked="" type="checkbox"/> Lecture</td> <td><input checked="" type="checkbox"/> Exercises in small groups and pairs</td> <td><input checked="" type="checkbox"/> Practical problems solving</td> <td><input type="checkbox"/> Debate</td> <td><input type="checkbox"/> Individual lessons</td> </tr> <tr> <td><input checked="" type="checkbox"/> Presentations</td> <td><input type="checkbox"/> Individual work</td> <td><input type="checkbox"/> Exposition method</td> <td><input type="checkbox"/> Group discussions</td> <td><input checked="" type="checkbox"/> Home learning</td> </tr> <tr> <td><input type="checkbox"/> Visualisation</td> <td><input checked="" type="checkbox"/> Case studies</td> <td><input type="checkbox"/> Practical learning on the spot</td> <td><input type="checkbox"/> Classification exercises</td> <td><input type="checkbox"/> Production of essays</td> </tr> </table>			<input checked="" type="checkbox"/> Lecture	<input checked="" type="checkbox"/> Exercises in small groups and pairs	<input checked="" type="checkbox"/> Practical problems solving	<input type="checkbox"/> Debate	<input type="checkbox"/> Individual lessons	<input checked="" type="checkbox"/> Presentations	<input type="checkbox"/> Individual work	<input type="checkbox"/> Exposition method	<input type="checkbox"/> Group discussions	<input checked="" type="checkbox"/> Home learning	<input type="checkbox"/> Visualisation	<input checked="" type="checkbox"/> Case studies	<input type="checkbox"/> Practical learning on the spot	<input type="checkbox"/> Classification exercises	<input type="checkbox"/> Production of essays
<input checked="" type="checkbox"/> Lecture	<input checked="" type="checkbox"/> Exercises in small groups and pairs	<input checked="" type="checkbox"/> Practical problems solving	<input type="checkbox"/> Debate	<input type="checkbox"/> Individual lessons													
<input checked="" type="checkbox"/> Presentations	<input type="checkbox"/> Individual work	<input type="checkbox"/> Exposition method	<input type="checkbox"/> Group discussions	<input checked="" type="checkbox"/> Home learning													
<input type="checkbox"/> Visualisation	<input checked="" type="checkbox"/> Case studies	<input type="checkbox"/> Practical learning on the spot	<input type="checkbox"/> Classification exercises	<input type="checkbox"/> Production of essays													

<input checked="" type="checkbox"/> Video Presentations	<input type="checkbox"/> Role play	<input type="checkbox"/> Workshops	<input type="checkbox"/> Identification exercises	<input type="checkbox"/> Laboratories
<input type="checkbox"/> Peer reviews	<input checked="" type="checkbox"/> Analyses of examples	<input type="checkbox"/> Testimonials of practitioners	<input type="checkbox"/> Mentoring provided by professionals	<input type="checkbox"/> Quiz
<input type="checkbox"/> Curriculum	<input type="checkbox"/> Interactive board	<input type="checkbox"/> Monitoring	<input type="checkbox"/> Simulations	<input type="checkbox"/> Self-directed learning
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If there is a specific description related to the methodological approach please insert it below:

Equipment and Materials:

Please tick the fields that are applicable to the equipment and materials relevant to the module. If there are other equipment and materials please insert them below in the empty fields:

<input checked="" type="checkbox"/> LCD-projector	<input checked="" type="checkbox"/> Computer	<input type="checkbox"/> Tablets	<input checked="" type="checkbox"/> Internet connection	<input checked="" type="checkbox"/> Flipchart
<input checked="" type="checkbox"/> Markers in different colours	<input type="checkbox"/> A4 sheets	<input checked="" type="checkbox"/> Metaplans	<input checked="" type="checkbox"/> Pens	<input type="checkbox"/> Whiteboard
<input type="checkbox"/> Tape	<input checked="" type="checkbox"/> Folders	<input checked="" type="checkbox"/> Cards	<input checked="" type="checkbox"/> Internet	<input type="checkbox"/> Paper clips
<input checked="" type="checkbox"/> Pictures/ Drawings	<input type="checkbox"/> Textbooks	<input type="checkbox"/> Brochures	<input checked="" type="checkbox"/> Workbook/ diary	<input checked="" type="checkbox"/> teaching materials prepared by the trainer
<input checked="" type="checkbox"/> Magazines and brochures	<input type="checkbox"/> Interactive board	<input checked="" type="checkbox"/> Stickers	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Assessment:

<input checked="" type="checkbox"/> Knowledge/ proficiency tests	<input type="checkbox"/> Electronic test	<input checked="" type="checkbox"/> Final test
<input checked="" type="checkbox"/> Problem solving	<input checked="" type="checkbox"/> Working in groups and simulations	
<input checked="" type="checkbox"/> Application of knowledge through practical examples		
<input type="checkbox"/> Onsite skills testing	<input type="checkbox"/> Simulations	<input type="checkbox"/> Homework
<input type="checkbox"/> Group exercises	<input type="checkbox"/> Questionnaires	<input checked="" type="checkbox"/> Practical exercises
<input type="checkbox"/> Expert hearings	<input type="checkbox"/> Projects	<input checked="" type="checkbox"/> Spoken examination
<input type="checkbox"/> Role play	<input type="checkbox"/> Logs	<input type="checkbox"/> Simulations
<input type="checkbox"/> Teaching sheets	<input type="checkbox"/> Personal interviews	<input type="checkbox"/> Quiz

3.5	Topic 1 title	<i>Establishing ecological and organic crops</i>
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Description:

We will address the necessary knowledge about:

- Crop rotation sequence, to be carried out correctly, according to the living limits of crop. Crop rotation is determined rationally so as to ensure optimal conditions of hygiene thereof. Crop rotation is set correctly so as to avoid the phenomenon of "fatigue soil".
- Organic crop fertilization is made with manure of different types. Organic crop fertilization is achieved under optimal conditions, organic fertilizers from animal origin. Vegetable organic fertilizers are used responsibly to effectively use crop residues. Organic fertilization is ensured by incorporation into the soil of crops / green manure.
- Organic fertilizers of animal origin are properly prepared in special platforms. Manure as compost is prepared in specially designated areas, according to composting technology. Liquid manure is collected in special containers. Liquid waste is prepared properly by dilution, to avoid negative effects on soil and plants.
- Start time is set correctly based on environment conditions, respecting the optimal age of sowing for the type of plant.
- Substances for seeds treatment are chosen correctly depending on the pathogen and the type of crop. The amount of organic products

used for treatments is determined according to specific consumption for the amount of treated seed. The seed quantity is accurately determined on the basis of specific calculation. The machines are chosen correctly depending on the type of crop and equipment.

- The optimal seeding season is chosen carefully in relation to plant biology, with favourable climatic conditions and depending on the intended production. Seeding method is chosen according to the size and the existing endowment. Uniformity of distribution of seeds is checked carefully, as appropriate, being carrying out carefully the tuning of machines. Seeding depth is ensured according to the technology. Sowing is done in compliance with environmental technology specific to the type of crop. Correct alignment of rows is ensured by careful aligning of the first runs of the drills.
- The weed control works are executed according to the degree of weed and plant vegetation stage using organic methods. Weed control methods are chosen based on the type of plant and equipment supplied. Irrigation is executed according to the type of crop and other specific criteria. Watering is applied according to the rules and taking into account the critical periods of the plants.

In this section we will address the following themes:

- Applies crop rotation established by seed calculation;
- Identifies the fertilizers needed by the organic crops;
- Prepares the organic fertilizers;
- Prepares the seeds and the equipments;
- Executes field crops sowing;
- Performs special works to maintain the crops.

3.6	Topic 2 title	<i>Harvesting the crops, storage the crop production</i>
Description:		
<ul style="list-style-type: none"> - The method of harvesting is determined by the crop type, destination of production and crop conditions. Harvesting operation is executed responsibly, ensuring loss minimization. Harvesting is carried out properly according to endowment and type of crop. Harvesting operation shall conform to specific technology. Half-mechanized harvesting of plants is done properly according to endowment and specific crop. The machines used to half-mechanized harvesting are identified at the optimum time and properly equipped. Some of cropping operations are performed half-mechanized manually according to each crop technology. The quality of the harvesting is constantly checked so that is no production losses. - Method of cleaning ground is chosen carefully, according to the effective realization of secondary production and equipment. Secondary output destination is determined objectively by usability and costs. Secondary production is effectively harnessed by quantity and quality. 		

- The cleaning ground is carried out depending on its destination, to ensure its cleaning in order to resume production process.
- The storage of agricultural products is properly arranged according to the assortment structure. Storage spaces are cleaned properly so as to avoid degradation products. Identifying the necessary equipment in optimum storage of agricultural products is carefully identified. Type of packaging chosen for storage is specific to organic production.
 - Packaging is carried out with respect for environmental technology and by destination. Packaging of harvested agricultural products is done properly to market requirements and storage possibilities.
 - The transport and storage of organic products are made in proper spaces, in specific spaces for organic products. Microclimate conditions are ensured and maintained throughout storage. Green technology storage and maintenance complied with responsibility.
 - Agricultural products are properly prepared in order to meet the quality parameters. Agricultural products are properly stored so that they retain the qualitative characteristics.

In this section we will address the following themes:

- Executes harvesting;
- Clear the land and harness the second crop production;
- Prepares the agricultural products for capitalization;
- Deposit primary crop production.

4	Title of the module 4	Maintenance of the organic household
4.1	Learning outcomes	Participants will be able: <ul style="list-style-type: none"> ✓ To check work equipment and production installations; ✓ To know the maintenance procedures; ✓ To apply technical requirements of work equipment; ✓ To inform about the status of work equipment; ✓ To use properly the equipment in order to prepare the ground; ✓ To know the necessary equipment for maintenance work of various crops and functional parameters; ✓ To use the correct equipment / installations related to goods production.
4.2	Indicators	- At least 15 participants will acquire basic knowledge regarding the maintenance of the organic household

4.3	Time required	<p>5 school class hours (1 school class hour last 45 ')</p> <p>The total number of hours provided will be distributed as follows:</p> <table border="1" data-bbox="583 362 1619 605"> <tr> <td>Practical input</td> <td>2,5 hours</td> </tr> <tr> <td>Theoretical Input</td> <td>2 hours</td> </tr> <tr> <td>Evaluation</td> <td>0,5 hours</td> </tr> <tr> <td>Total Number of Hours:</td> <td>5 hours</td> </tr> </table>	Practical input	2,5 hours	Theoretical Input	2 hours	Evaluation	0,5 hours	Total Number of Hours:	5 hours
Practical input	2,5 hours									
Theoretical Input	2 hours									
Evaluation	0,5 hours									
Total Number of Hours:	5 hours									
4.4	Compulsory	<ul style="list-style-type: none"> - Each participant is required to attend at least 75% of classes (total projected duration) of the module; - All participants are required to do exams, i.e. to take part in the evaluation process / Module 								
<p><u>Methodology:</u></p> <p>Please tick the fields that are applicable to the methodology which is relevant to the module. If there are other methods to be used please insert them below in the empty fields:</p>										

<input checked="" type="checkbox"/> Lecture	<input type="checkbox"/> Exercises in small groups and pairs	<input checked="" type="checkbox"/> Practical problems solving	<input type="checkbox"/> Debate	<input type="checkbox"/> Individual lessons
<input checked="" type="checkbox"/> Presentations	<input type="checkbox"/> Individual work	<input type="checkbox"/> Exposition method	<input checked="" type="checkbox"/> Group discussions	<input checked="" type="checkbox"/> Home learning
<input type="checkbox"/> Visualisation	<input checked="" type="checkbox"/> Case studies	<input checked="" type="checkbox"/> Practical learning on the spot	<input type="checkbox"/> Classification exercises	<input type="checkbox"/> Production of essays
<input checked="" type="checkbox"/> Video Presentations	<input type="checkbox"/> Role play	<input type="checkbox"/> Workshops	<input type="checkbox"/> Identification exercises	<input type="checkbox"/> Laboratories
<input type="checkbox"/> Peer reviews	<input checked="" type="checkbox"/> Analyses of examples	<input type="checkbox"/> Testimonials of practitioners	<input type="checkbox"/> Mentoring provided by professionals	<input type="checkbox"/> Quiz
<input type="checkbox"/> Curriculum	<input type="checkbox"/> Interactive board	<input type="checkbox"/> Monitoring	<input type="checkbox"/> Simulations	<input type="checkbox"/> Self-directed learning
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If there is a specific description related to the methodological approach please insert it below:

Equipment and Materials:

Please tick the fields that are applicable to the equipment and materials relevant to the module. If there are other equipment and materials please insert them below in the empty fields:

<input checked="" type="checkbox"/> LCD-projector	<input checked="" type="checkbox"/> Computer	<input type="checkbox"/> Tablets	<input checked="" type="checkbox"/> Internet connection	<input checked="" type="checkbox"/> Flipchart
<input checked="" type="checkbox"/> Markers in different colours	<input checked="" type="checkbox"/> A4 sheets	<input checked="" type="checkbox"/> Metaplans	<input checked="" type="checkbox"/> Pens	<input type="checkbox"/> Whiteboard
<input type="checkbox"/> Tape	<input checked="" type="checkbox"/> Folders	<input checked="" type="checkbox"/> Cards	<input checked="" type="checkbox"/> Internet	<input type="checkbox"/> Paper clips
<input checked="" type="checkbox"/> Pictures/ Drawings	<input type="checkbox"/> Textbooks	<input type="checkbox"/> Brochures	<input checked="" type="checkbox"/> Workbook/ diary	<input checked="" type="checkbox"/> teaching materials prepared by the trainer

<input checked="" type="checkbox"/> Magazines and brochures	<input type="checkbox"/> Interactive board	<input checked="" type="checkbox"/> Stickers	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assessment:				
<input checked="" type="checkbox"/> Knowledge/ proficiency tests	<input type="checkbox"/> Electronic test	<input checked="" type="checkbox"/> Final test		
<input checked="" type="checkbox"/> Problem solving	<input type="checkbox"/> Working in groups and simulations			
<input checked="" type="checkbox"/> Application of knowledge through practical examples				
<input type="checkbox"/> Onsite skills testing	<input type="checkbox"/> Simulations	<input type="checkbox"/> Homework		
<input type="checkbox"/> Group exercises	<input type="checkbox"/> Questionnaires	<input type="checkbox"/> Practical exercises		
<input type="checkbox"/> Expert hearings	<input type="checkbox"/> Projects	<input checked="" type="checkbox"/> Spoken examination		
<input type="checkbox"/> Role play	<input type="checkbox"/> Logs	<input type="checkbox"/> Simulations		
<input type="checkbox"/> Teaching sheets	<input type="checkbox"/> Personal interviews	<input type="checkbox"/> Quiz		
4.5	Topic 1 title	<i>Maintenance, care and cleaning for the work equipment used in production</i>		
Description:				
In this section we refer to the work equipment.				
<ul style="list-style-type: none"> - Work equipments are checked carefully, in terms of integrity and using degree. Equipments are selected with discernment to replace / repair them by authorized personnel. Status of work equipments is reviewed constantly, with responsibility for maintaining security in their use while running them. - Work equipments are transported respecting the specific condition of transport. Work equipments are handled carefully. Handling of work equipments shall conform to specific rules. Transport and handling of work equipments is made respecting the rules of hygiene, health and 				

<p>safety at work.</p> <ul style="list-style-type: none"> - Information about the damage / failure of work equipments is provided promptly to ensure continuity of the work process. Information on failure tooling, tools, devices and equipment is carried under the internal rules of the workplace. Information on the status of work equipment is clear and accurate. <p><i>In this section we will address the following themes:</i></p> <ul style="list-style-type: none"> - Check the work equipment status; - Transport and handle the work equipment; - Inform the damage/failure of the work equipment. 		
4.6	Topic 2 title	<i>Production and maintenance of surfaces operated in organic mode</i>
<p>Description:</p> <ul style="list-style-type: none"> - To perform works production and maintenance of surfaces operated in ecologic mode requires that the necessary equipment to be chosen based on job type and endowment. Choosing the appropriate type of equipment is carried out depending on the stage of plant development and the type of crop. The machines are properly prepared according to the type crop and the works executed. Correct adjustment of the equipment is checked with specific responsibility for ensuring the technological parameters. - The weed control works are executed according to the degree of weed and plant vegetation stage using organic methods. Weed control methods are chosen based on the type of plant and equipment supplied. Irrigation is executed according to the type of crop and other specific criteria. Watering is applied according to the rules and taking into account the critical periods of the plants. Proper functioning of the system of irrigation is monitored responsibly to achieve specific quality parameters. - Special job type is set correctly depending on the crop type. Special works are executed in compliance with the specific technology. The time of executing special works is correct choose according to established technology and contingencies. <p><i>In this section we will address the following themes:</i></p> <ul style="list-style-type: none"> - Prepare necessary equipment for maintenance works of plants; - Perform special works according to established procedures and maintenance of farmland in ecologic mode. 		
5	Title of the module 5	Preparation and processing of animal and vegetable products
5.1	Learning outcomes	Participants will be able:

		<ul style="list-style-type: none"> ✓ To prepare the work place; ✓ To be able to get different products out of fruits and vegetables; ✓ To correctly choose the means to obtain different types of bread products; ✓ To correctly choose and obtain different products by processing fruits and vegetables; ✓ To know how to prepare the storage area differentiated by type of product. 								
5.2	Indicators	<ul style="list-style-type: none"> - At least 15 participants will acquire basic knowledge regarding the preparation and processing of animal and vegetable products 								
5.3	Time required	<p>5 school class hours (1 school class hour last 45 ')</p> <p>The total number of hours provided will be distributed as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Practical input</td> <td style="text-align: right;">2,5 hours</td> </tr> <tr> <td>Theoretical Input</td> <td style="text-align: right;">2 hours</td> </tr> <tr> <td>Evaluation</td> <td style="text-align: right;">0,5 hours</td> </tr> <tr> <td>Total Number of Hours:</td> <td style="text-align: right;">5 hours</td> </tr> </table>	Practical input	2,5 hours	Theoretical Input	2 hours	Evaluation	0,5 hours	Total Number of Hours:	5 hours
Practical input	2,5 hours									
Theoretical Input	2 hours									
Evaluation	0,5 hours									
Total Number of Hours:	5 hours									
5.4	Compulsory	<ul style="list-style-type: none"> - Each participant is required to attend at least 75% of classes (total projected duration) of the module; - All participants are required to do exams, i.e. to take part in the evaluation process / Module 								
<p><u>Methodology:</u></p> <p>Please tick the fields that are applicable to the methodology which is relevant to the module. If there are other methods to be used please insert them below in the empty fields:</p>										

<input checked="" type="checkbox"/> Lecture	<input checked="" type="checkbox"/> Exercises in small groups and pairs	<input checked="" type="checkbox"/> Practical problems solving	<input type="checkbox"/> Debate	<input type="checkbox"/> Individual lessons
<input checked="" type="checkbox"/> Presentations	<input type="checkbox"/> Individual work	<input type="checkbox"/> Exposition method	<input type="checkbox"/> Group discussions	<input checked="" type="checkbox"/> Home learning
<input type="checkbox"/> Visualisation	<input checked="" type="checkbox"/> Case studies	<input type="checkbox"/> Practical learning on the spot	<input type="checkbox"/> Classification exercises	<input type="checkbox"/> Production of essays
<input checked="" type="checkbox"/> Video Presentations	<input type="checkbox"/> Role play	<input type="checkbox"/> Workshops	<input type="checkbox"/> Identification exercises	<input type="checkbox"/> Laboratories
<input type="checkbox"/> Peer reviews	<input checked="" type="checkbox"/> Analyses of examples	<input type="checkbox"/> Testimonials of practitioners	<input type="checkbox"/> Mentoring provided by professionals	<input type="checkbox"/> Quiz
<input type="checkbox"/> Curriculum	<input type="checkbox"/> Interactive board	<input type="checkbox"/> Monitoring	<input type="checkbox"/> Simulations	<input type="checkbox"/> Self-directed learning
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If there is a specific description related to the methodological approach please insert it below:

Equipment and Materials:

Please tick the fields that are applicable to the equipment and materials relevant to the module. If there are other equipment and materials please insert them below in the empty fields:

<input checked="" type="checkbox"/> LCD-projector	<input checked="" type="checkbox"/> Computer	<input type="checkbox"/> Tablets	<input checked="" type="checkbox"/> Internet connection	<input checked="" type="checkbox"/> Flipchart
<input checked="" type="checkbox"/> Markers in different colours	<input type="checkbox"/> A4 sheets	<input checked="" type="checkbox"/> Metaplans	<input checked="" type="checkbox"/> Pens	<input type="checkbox"/> Whiteboard
<input type="checkbox"/> Tape	<input type="checkbox"/> Folders	<input type="checkbox"/> Cards	<input checked="" type="checkbox"/> Internet	<input type="checkbox"/> Paper clips
<input type="checkbox"/> Pictures/ Drawings	<input type="checkbox"/> Textbooks	<input type="checkbox"/> Brochures	<input checked="" type="checkbox"/> Workbook/ diary	<input checked="" type="checkbox"/> teaching materials prepared by the trainer

<input type="checkbox"/> Magazines and brochures	<input type="checkbox"/> Interactive board	<input checked="" type="checkbox"/> Stickers	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assessment:				
<input checked="" type="checkbox"/> Knowledge/ proficiency tests	<input type="checkbox"/> Electronic test	<input checked="" type="checkbox"/> Final test		
<input checked="" type="checkbox"/> Problem solving	<input checked="" type="checkbox"/> Working in groups and simulations			
<input checked="" type="checkbox"/> Application of knowledge through practical examples				
<input type="checkbox"/> Onsite skills testing	<input type="checkbox"/> Simulations	<input type="checkbox"/> Homework		
<input type="checkbox"/> Group exercises	<input type="checkbox"/> Questionnaires	<input checked="" type="checkbox"/> Practical exercises		
<input type="checkbox"/> Expert hearings	<input type="checkbox"/> Projects	<input checked="" type="checkbox"/> Spoken examination		
<input type="checkbox"/> Role play	<input type="checkbox"/> Logs	<input type="checkbox"/> Simulations		
<input type="checkbox"/> Teaching sheets	<input type="checkbox"/> Personal interviews	<input type="checkbox"/> Quiz		
5.5	Topic 1 title	Organize workspaces		
Description:				
<ul style="list-style-type: none"> - Organization of working space is so, the products to be stored in areas identified correctly, depending on the type and duration of storage preparations. - Vegetable raw materials: fruits, vegetables, flour, water, yeast, salt, etc. - Raw materials of animal origin: milk: cow, goat, sheep, buffalo meat: pork, beef, mutton, poultry, etc. 				

- Space: kitchen, dairy, meat processing, warehouse stores, warehouse / refrigeration equipment.
- Means of work: knives, vats washing pots of different sizes, fine sieve, site, shredders wood choppers, hoppers filling trays for baking, glass bottles, caps, barrels, worktops, robot kitchen, refrigerator, stove, microwave, smashing news distillation plant, centrifugal separator, smokehouse.

In this section we will address the following themes:

- The workspaces are organized according to the type of material processing
- The working means area verified and prepared according to each type of product

5.6	Topic 2 title	<i>Processing raw material of vegetable and animal Deposit obtained products</i>
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Description:

- Preparation of working means: clean and tidy workplace, ordering working means.
- Materials: Raw vegetable - canning fruits and vegetables - bread: flour, water, yeast, salt - for alcoholic beverages: grapes, fruit auxiliaries - for canned fruits and vegetables: sugar, salt, spices, acetic acid solutions - for bread: poppy seeds, sesame.
- Canned fruit: compotes, jams, marmalades.
- Canned vegetables: tomato juice, vegetable stew, sauerkraut and pickled green tomatoes, peppers and cucumbers acres.
- Materials: Raw animal: - Dairy: milk of different species - for meat: meat of different species, bacon, organ, natural casings, rice
Auxiliary: - Dairy: clot - for meat: salt, spices
- Products: cream, buttermilk, fresh cheese curd sweet / salty / smoky
- Preparations: sausage, leberwursts, drum, bacon, smoked ham
- Storage facilities are properly prepared to ensure proper storage conditions. Storage areas and stored products are regularly checked on the cleanliness and product quality. Inadequate controls found following products are removed from storage by applying appropriate measures.

In this section we will address the following themes:

- Raw and auxiliary materials are properly processed depending on the processing technology of each type of product
- The products are stored in areas correctly identified depending on the type and storage duration
- Storage facilities are properly prepared to ensure proper storage conditions.

6		Title of the module 6 - Ensuring the quality of the works performed								
6.1	Learning outcomes	Participants will be able: <ul style="list-style-type: none"> ✓ To identify quality requirements to organic organizational level; ✓ To apply technical quality assurance procedures; ✓ To check in terms of quality that their work was done well; ✓ To know the causes that may generate deficiencies; ✓ To eliminate the identified deficiencies. 								
6.2	Indicators	- After this module at least 15 participants will acquire basic knowledge regarding how to ensure the quality of the works performed								
6.3	Time required	<p>5 school class hours (1 school class hour last 45 ')</p> <p>The total number of hours provided will be distributed as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="padding: 5px;">Practical input</td> <td style="text-align: right; padding: 5px;">2,5 hours</td> </tr> <tr> <td style="padding: 5px;">Theoretical Input</td> <td style="text-align: right; padding: 5px;">2 hours</td> </tr> <tr> <td style="padding: 5px;">Evaluation</td> <td style="text-align: right; padding: 5px;">0,5 hours</td> </tr> <tr> <td style="padding: 5px;">Total Number of Hours:</td> <td style="text-align: right; padding: 5px;">5 hours</td> </tr> </tbody> </table>	Practical input	2,5 hours	Theoretical Input	2 hours	Evaluation	0,5 hours	Total Number of Hours:	5 hours
Practical input	2,5 hours									
Theoretical Input	2 hours									
Evaluation	0,5 hours									
Total Number of Hours:	5 hours									
6.4	Compulsory	<ul style="list-style-type: none"> - Each participant is required to attend at least 75% of classes (total projected duration) of the module; - All participants are required to do exams, i.e. to take part in the evaluation process / Module 								
<p><u>Methodology:</u></p> <p>Please tick the fields that are applicable to the methodology which is relevant to the module. If there are other methods to be used please insert them below in the empty fields:</p>										

<input checked="" type="checkbox"/> Lecture	<input type="checkbox"/> Exercises in small groups and pairs	<input checked="" type="checkbox"/> Practical problems solving	<input type="checkbox"/> Debate	<input type="checkbox"/> Individual lessons
<input checked="" type="checkbox"/> Presentations	<input type="checkbox"/> Individual work	<input type="checkbox"/> Exposition method	<input type="checkbox"/> Group discussions	<input checked="" type="checkbox"/> Home learning
<input type="checkbox"/> Visualisation	<input type="checkbox"/> Case studies	<input checked="" type="checkbox"/> Practical learning on the spot	<input type="checkbox"/> Classification exercises	<input type="checkbox"/> Production of essays
<input checked="" type="checkbox"/> Video Presentations	<input type="checkbox"/> Role play	<input type="checkbox"/> Workshops	<input type="checkbox"/> Identification exercises	<input type="checkbox"/> Laboratories
<input type="checkbox"/> Peer reviews	<input type="checkbox"/> Analyses of examples	<input type="checkbox"/> Testimonials of practitioners	<input type="checkbox"/> Mentoring provided by professionals	<input type="checkbox"/> Quiz
<input type="checkbox"/> Curriculum	<input type="checkbox"/> Interactive board	<input type="checkbox"/> Monitoring	<input type="checkbox"/> Simulations	<input type="checkbox"/> Self-directed learning
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If there is a specific description related to the methodological approach please insert it below:

Equipment and Materials:

Please tick the fields that are applicable to the equipment and materials relevant to the module. If there are other equipment and materials please insert them below in the empty fields:

<input checked="" type="checkbox"/> LCD-projector	<input checked="" type="checkbox"/> Computer	<input type="checkbox"/> Tablets	<input type="checkbox"/> Internet connection	<input checked="" type="checkbox"/> Flipchart
<input checked="" type="checkbox"/> Markers in different colours	<input type="checkbox"/> A4 sheets	<input type="checkbox"/> Metaplans	<input checked="" type="checkbox"/> Pens	<input type="checkbox"/> Whiteboard
<input type="checkbox"/> Tape	<input checked="" type="checkbox"/> Folders	<input type="checkbox"/> Cards	<input type="checkbox"/> Internet	<input type="checkbox"/> Paper clips
<input type="checkbox"/> Pictures/ Drawings	<input type="checkbox"/> Textbooks	<input type="checkbox"/> Brochures	<input checked="" type="checkbox"/> Workbook/ diary	<input checked="" type="checkbox"/> teaching materials prepared by the trainer

<input type="checkbox"/> Magazines and brochures	<input type="checkbox"/> Interactive board	<input type="checkbox"/> Stickers	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assessment:				
<input checked="" type="checkbox"/> Knowledge/ proficiency tests	<input type="checkbox"/> Electronic test	<input checked="" type="checkbox"/> Final test		
<input type="checkbox"/> Problem solving	<input type="checkbox"/> Working in groups and simulations			
<input checked="" type="checkbox"/> Application of knowledge through practical examples				
<input type="checkbox"/> Onsite skills testing	<input type="checkbox"/> Simulations	<input type="checkbox"/> Homework		
<input type="checkbox"/> Group exercises	<input type="checkbox"/> Questionnaires	<input type="checkbox"/> Practical exercises		
<input type="checkbox"/> Expert hearings	<input type="checkbox"/> Projects	<input checked="" type="checkbox"/> Spoken examination		
<input type="checkbox"/> Role play	<input type="checkbox"/> Logs	<input type="checkbox"/> Simulations		
<input type="checkbox"/> Teaching sheets	<input type="checkbox"/> Personal interviews	<input type="checkbox"/> Quiz		
6.5	Topic 1 title	Apply technical quality assurance procedures		
Description:				
<ul style="list-style-type: none"> - Include knowledge and skills necessary to ensure the quality requirements of the works performed, carefully checking the result of activities and prompt remedy any deficiencies found. - The quality requirements are identified from participating in regular briefings on the quality of work. The quality requirements are carefully identified based on records indications of specific technology works. The quality requirements are identified, with responsibility, in accordance with the allowable deviations and tolerances of the work executed. 				

- Technical quality assurance procedures are applied responsibly, depending on the type of work being performed. Technical quality assurance procedures are applied continuous basis throughout the period of the works in order to ensure their specific quality requirements. Quality assurance procedures are applied in compliance with the specifications of specific technical documentation.

In this section we will address the following themes:

- Technical quality assurance procedures are applied responsibly, depending on the type of the performed work.
- Quality assurance procedures are applied in compliance with the specifications of specific technical documentation.

6.6	Topic 2 title	<i>Check the executed works in terms of quality</i>
<p>Description:</p> <ul style="list-style-type: none"> - Verification the quality of work performed is made responsible, phased work. Technical characteristics of the work done are verified by comparing careful workmanship with quality requirements imposed by the execution technology and specific quality standards. Verification is performed requirement by applying appropriate methods and the type of work performed technical characteristics pursued. Checking the quality of the work performed is made carefully, using specific devices properly check required. - Any deficiencies are rectified promptly and seriously. Shortcomings are remedied permanently, throughout the work. The deficiencies are eliminated by detection and removal causes that generate them. Work performed must meet the quality requirements imposed by the execution technology and specific quality standards. <p><i>In this section we will address the following themes:</i></p> <ul style="list-style-type: none"> - Quality check of the executed work is performs with responsibility, by work stages. - Quality check of the executed work is done carefully, using correct the required verification specific devices. 		
7	Title of the module 7	Business plan development
7.1	Learning outcomes	<p>Participants will be able:</p> <ul style="list-style-type: none"> ✓ To know the legislation in the field of the ecological products; ✓ To identify the funds from the European Projects; ✓ To know the financing conditions of the projects; ✓ To know to complete the funding file; ✓ To proof of having basic knowledge about the accountancy of a company.

7.2	Indicators	<ul style="list-style-type: none"> - At least 15 participants will acquire basic knowledge regarding the development of a business plan - At least 5 business plans. 								
7.3	Time required	<p>10 school class hours (1 school class hour last 45 ')</p> <p>The total number of hours provided will be distributed as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Practical input</td> <td style="text-align: right;">5 hours</td> </tr> <tr> <td>Theoretical Input</td> <td style="text-align: right;">4 hours</td> </tr> <tr> <td>Evaluation</td> <td style="text-align: right;">0,5 hours</td> </tr> <tr> <td>Total Number of Hours:</td> <td style="text-align: right;">10 hours</td> </tr> </table>	Practical input	5 hours	Theoretical Input	4 hours	Evaluation	0,5 hours	Total Number of Hours:	10 hours
Practical input	5 hours									
Theoretical Input	4 hours									
Evaluation	0,5 hours									
Total Number of Hours:	10 hours									
7.4	Compulsory	<ul style="list-style-type: none"> - Each participant is required to attend at least 75% of classes (total projected duration) of the module; - All participants are required to do exams, i.e. to take part in the evaluation process / Module 								

Methodology:

Please tick the fields that are applicable to the methodology which is relevant to the module. If there are other methods to be used please insert them below in the empty fields:

<input checked="" type="checkbox"/> Lecture	<input checked="" type="checkbox"/> Exercises in small groups and pairs	<input checked="" type="checkbox"/> Practical problems solving	<input type="checkbox"/> Debate	<input type="checkbox"/> Individual lessons
<input checked="" type="checkbox"/> Presentations	<input type="checkbox"/> Individual work	<input type="checkbox"/> Exposition method	<input type="checkbox"/> Group discussions	<input checked="" type="checkbox"/> Home learning
<input type="checkbox"/> Visualisation	<input type="checkbox"/> Case studies	<input type="checkbox"/> Practical learning on the spot	<input type="checkbox"/> Classification exercises	<input type="checkbox"/> Production of essays
<input checked="" type="checkbox"/> Video Presentations	<input type="checkbox"/> Role play	<input type="checkbox"/> Workshops	<input type="checkbox"/> Identification exercises	<input type="checkbox"/> Laboratories
<input type="checkbox"/> Peer reviews	<input checked="" type="checkbox"/> Analyses of examples	<input type="checkbox"/> Testimonials of practitioners	<input type="checkbox"/> Mentoring provided by professionals	<input type="checkbox"/> Quiz
<input type="checkbox"/> Curriculum	<input type="checkbox"/> Interactive board	<input type="checkbox"/> Monitoring	<input type="checkbox"/> Simulations	<input type="checkbox"/> Self-directed learning
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If there is a specific description related to the methodological approach please insert it below:

Equipment and Materials:

Please tick the fields that are applicable to the equipment and materials relevant to the module. If there are other equipment and materials please insert them below in the empty fields:

<input checked="" type="checkbox"/> LCD-projector	<input checked="" type="checkbox"/> Computer	<input type="checkbox"/> Tablets	<input checked="" type="checkbox"/> Internet connection	<input checked="" type="checkbox"/> Flipchart
<input checked="" type="checkbox"/> Markers in different colours	<input checked="" type="checkbox"/> A4 sheets	<input checked="" type="checkbox"/> Metaplans	<input checked="" type="checkbox"/> Pens	<input type="checkbox"/> Whiteboard
<input type="checkbox"/> Tape	<input checked="" type="checkbox"/> Folders	<input type="checkbox"/> Cards	<input checked="" type="checkbox"/> Internet	<input checked="" type="checkbox"/> Paper clips
<input checked="" type="checkbox"/> Pictures/ Drawings	<input type="checkbox"/> Textbooks	<input type="checkbox"/> Brochures	<input checked="" type="checkbox"/> Workbook/ diary	<input checked="" type="checkbox"/> teaching materials prepared by the trainer

<input checked="" type="checkbox"/> Magazines and brochures	<input type="checkbox"/> Interactive board	<input checked="" type="checkbox"/> Stickers	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assessment:				
<input type="checkbox"/> Knowledge/ proficiency tests	<input type="checkbox"/> Electronic test	<input type="checkbox"/> Final test		
<input checked="" type="checkbox"/> Problem solving	<input checked="" type="checkbox"/> Working in groups and simulations			
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<input type="checkbox"/> Onsite skills testing	<input type="checkbox"/> Simulations	<input type="checkbox"/> Homework		
<input type="checkbox"/> Group exercises	<input type="checkbox"/> Questionnaires	<input type="checkbox"/> Practical exercises		
<input type="checkbox"/> Expert hearings	<input checked="" type="checkbox"/> Projects	<input type="checkbox"/> Spoken examination		
<input type="checkbox"/> Role play	<input type="checkbox"/> Logs	<input type="checkbox"/> Simulations		
<input type="checkbox"/> Teaching sheets	<input type="checkbox"/> Personal interviews	<input type="checkbox"/> Quiz		
7.5	Topic 1 title	<i>Starting the business</i>		
Description:				
<ul style="list-style-type: none"> - Identification of the subject of activity, NACE code choice, the choice of the legal form of the company, establishing the registered office of Settling the Company, social capital, approvals and authorizations. - Description of business objectives, specific planning of organic farms. Ecologic farm area (hectares) of which the production of feed grains and organically, grazing land for setting growth in the organic or animals, poultry meat or products obtained to capitalize their growth. 				

- Description of organic products, certified organic products, patenting ecologic products, customers.
- Description of the company, production sector, graduation diploma, qualification courses (trades farmer, breeder of animals, butcher, driver, mechanized agriculture, accounting, company management and marketing).

In this section we will address the following themes:

- The stages of initiating the business
- Business Description,
- Product Description
- The location of the business

7.6

Topic 2 title

The management of the business

Description:

- Establishing its organizational structure, personnel and professional requirements related to employment.
 - Promotion of organic products on the market, advertising on specific websites that include supply and demand for organic products, presentations at specific fairs, stock exchanges etc.
 - EU funding sources
-
- Sub measure 4.2 - Investments for the processing / marketing of agricultural products
 - Sub measure 4.2a - Investments in processing / marketing of products from fruit sector
 - Sub measure 6.1 - Support for young farmers
 - Sub measure 6.2 - Support for the establishment of non-agricultural activities in rural areas
 - Sub measure 6.3 - Support for the development of small farms
 - Sub measure 6.4 - Investments in the creation and development of non-agricultural activities
 - Sub measure 9.1 - Establishment of producers groups in agriculture
 - Sub measure 16.4 and 16.4a - Support for horizontal and vertical cooperation between actors in the supply chain in agriculture and fruit sector.

In this section we will address the following themes:

- Staff management;
- Advertising and promotion;
- Financing sources, Financial Projections;

	- Feasibility studies, Application Form.
VI	Methodology applied on programme level
	The methodology for implementation of the programme includes various teaching methods in each of the modules according their specificities. Methodology includes: lectures, presentations and video presentation, exercises in small groups and pairs, case studies, analyses of examples, practical problems solving, group discussions, home learning and practical learning on the spot (if possible).
VII	Equipment needed on programme level
	The equipments required for delivery the programme includes: computers, internet connection, projectors, flipchart, metaplan. The materials required to complete the training are according the methodologies included in each of the modules: teaching materials prepared by the trainer, magazines and brochures, pictures, drawings, textbooks, workbooks, paper, markers, flipchart paper, stickers etc.
VIII	Assessment to be utilised on programme level
	1. Initial assessment The time allocated to initial assessment is max. 30 minutes. - made at the beginning of the program;

	<ul style="list-style-type: none"> - identify the knowledge, skills and abilities of students; - based on the initial assessment information is planned the deployment of the program; - provides trainer the opportunity to have an accurate view of the initial situation. <p>The initial assessment is conducted through: investigation, questions, tests.</p> <p>2. Ongoing module assessment</p> <p>The time allocated to ongoing assessment is max. 30 minutes. The purpose of the ongoing assessment is:</p> <ul style="list-style-type: none"> - to identify situations where the student encounters a difficulty; - monitors whether the proposed specific objectives were achieved; - aims to verify the knowledge, skills and teaching methodologies used are appropriate in order to acquire the learning outcomes for each student. <p>The assessment is conducted through:</p> <ul style="list-style-type: none"> - Questionnaires developed at the level of each module; - Worksheets; - investigation through questions according to learning outcomes as are defined in each module; - Observation, open discussions. <p>3. Final assessment</p> <p>The oral tests are conducted in small groups, in the presence of at least two persons.</p> <p>The duration of the examination of a student is 60 minutes, as follows:</p> <ul style="list-style-type: none"> - 30 - 40 minutes - preparation subjects by student on a paper; - 15 -20 minutes - the answer itself; - 5 -10 minutes - conversation analysis of the response in order to grade. <p>The total duration may not exceed 120 minutes of which effective examination is no more than 30 minutes.</p> <p>The written test is generally carried out with all students; in particular situations, if one student attending, the test is usually attended by at least two persons other than the candidate.</p> <p>The recommended duration of the written test is 60 minutes</p>
IX	<p>Entry criteria for participants</p>

	Number of participants within a group is: min 15 - max 20. Knowledge: - theoretical and / or practical about working in agriculture - about equipments used in agricultural activities								
	Timetable for implementation of the program								
X	Module number	Module 1	Module 2	Module 3	Module 4	Module 5	Module 6	Module 7	Total number of hours
	Theory	2	2	2	2	2	2	4	16
	Practice	2,5	2,5	2,5	2,5	2,5	2,5	5	20
	Evaluation	0,5	0,5	0,5	0,5	0,5	0,5	1	4
	Total	5	5	5	5	5	5	10	40

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