RESULT 1 & QUALITY ASSURANCE

National Focus Group Report Template

A structured template for each partner to report the findings of its national G-PRO focus groups.

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National Focus Group Report Template

A structured template for each partner to report the findings of its national G-PRO focus groups.

How to use this template

Each partner completes one national report after running its focus groups. Text in italics is guidance; replace it with your own content. Keep the report to about 8 to 12 pages.

NOTE

Do not include names, contact details, photos of faces or any health information. Use participant codes only, for example EE-S1 for a senior and EE-E1 for an educator.

Cover information

Project: G-PRO – Green Prompt: Promoting Healthy & Sustainable Ageing Through AI and Interactive Learning

Programme: Erasmus+ KA210-ADU Small-scale Partnership in Adult Education

Country: _____

Partner organisation: _____

Report authors (roles only): _____

Date of submission: _____

Version: _____

1. Executive summary

Write half a page summarising the most important findings and your top three recommendations for the G-PRO game and handbook. Write this section last.

2. Introduction and national context

Briefly describe the situation in your country regarding senior learners, digital inclusion, use of AI, and sustainability or climate education for older adults. Mention any relevant national programmes or statistics, with sources. Keep this to half a page.

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3. Methodology

3.1 Sessions held

Describe how many sessions you held, when and where, and whether they were in person or online. Note any changes from the shared methodology and why.

Session	Date	Mode	Group type	Number of participants	Duration
1					
2					
3					

3.2 Recruitment

Explain how participants were recruited and how you ensured a range of digital literacy levels among seniors and relevant experience among educators.

3.3 Ethics and consent

Confirm that all participants received the information sheet and signed the consent form. State whether audio was recorded and how data is stored.

- [ ] All participants received the information sheet
- [ ] All participants signed the consent form
- [ ] Participant codes used in all notes
- [ ] Consent forms stored separately and securely

4. Participant profile

Provide a summary only. Do not include personal data. Use counts, not individual details.

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4.1 Senior learners

Characteristic	Category	Number
Age group	60–69	
Age group	70–79	
Age group	80 or over	
Gender	Female	
Gender	Male	
Gender	Other or prefer not to say	
Area	Urban	
Area	Rural	
Internet use	Never	
Internet use	Sometimes	
Internet use	Every week	
Internet use	Every day	
Previous use of AI tools	Yes	
Previous use of AI tools	No	

4.2 Adult educators

Characteristic	Category	Number
Experience in adult education	Less than 2 years	
Experience in adult education	2–5 years	
Experience in adult education	6–10 years	
Experience in adult education	More than 10 years	
Setting	Formal adult education	
Setting	Non-formal or community	
Setting	Volunteer	
Uses AI tools in own work	Yes	
Uses AI tools in own work	No	

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5. Survey results

Report the average (mean) score for each survey item, separately for seniors and educators. Add a short comment on what stands out.

5.1 Seniors

Survey item	Average score (1–5)	Comment
I know what AI is		
I have used an AI tool		
I would like to learn more about AI		
I try to save water at home		
I try to save energy at home		
I sort my rubbish for recycling		
I think about the environment when I shop		
I enjoy learning with games		

5.2 Educators

Survey item	Average score (1–5)	Comment
I understand what AI is and how it works in simple terms		
I use AI tools in my own work		
I feel confident teaching seniors about AI		
I include sustainability topics in my teaching		
I use games or gamification with adult learners		
I know how to adapt digital learning for seniors		

6. Key findings by research question

For each research question, write a short paragraph. Support it with one or two short quotes, followed by the participant code. Translate quotes into English.

6.1 Views and knowledge of AI

What do participants know, think and feel about AI?

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6.2 Sustainability habits and green ageing

What habits do seniors already practise across Water, Energy, Nature, Recycling and Shopping? What stops them doing more?

6.3 Barriers to digital learning

What digital, physical, emotional, social or language barriers did participants describe?

6.4 Response to early game concepts

How did participants respond to the G-P-R-O stages and the ASK–EVALUATE–DECIDE method? What was clear, enjoyable, confusing or difficult?

6.5 Educators' needs

What do educators need to teach AI and sustainability to seniors confidently?

7. Key themes

List the main themes from your thematic analysis. A theme should be supported by more than one participant.

Theme	Short description	Seniors, educators or both	Supporting evidence (codes or quote)

8. Observations from the scenario activity

Aspect	Observations
Engagement and enjoyment	
Clarity of the G-P-R-O stages	
Ease of writing a question for the AI (ASK)	
Ability to judge AI answers (EVALUATE)	
Willingness to make a commitment (DECIDE and Own It)	
Themes that worked best	
Practical difficulties (devices, reading, hearing, language)	

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9. Recommendations

Turn your findings into practical recommendations. Link each one to a theme. Mark the priority as High, Medium or Low.

9.1 Recommendations for the G-PRO game

Recommendation	Linked theme	Priority

9.2 Recommendations for the G-PRO handbook

Recommendation	Linked theme	Priority

9.3 Recommendations for the educator training and senior workshops

Recommendation	Linked theme	Priority

10. Limitations

Describe any limitations, for example small group size, participants who already knew each other, online connection problems, or translation issues.

11. Conclusion

Summarise in a few sentences what your country's focus groups add to the design of G-PRO.

Annexes

List annexes kept by the partner. Do not attach signed consent forms to the report.

- [ ] Annex A: Translated information sheet and consent form (blank)
- [ ] Annex B: Translated surveys (blank)
- [ ] Annex C: Scenario cards used
- [ ] Annex D: Anonymised survey data table

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