 **DIGITAL LITERACY & COMPETENCE WORKSHOP**

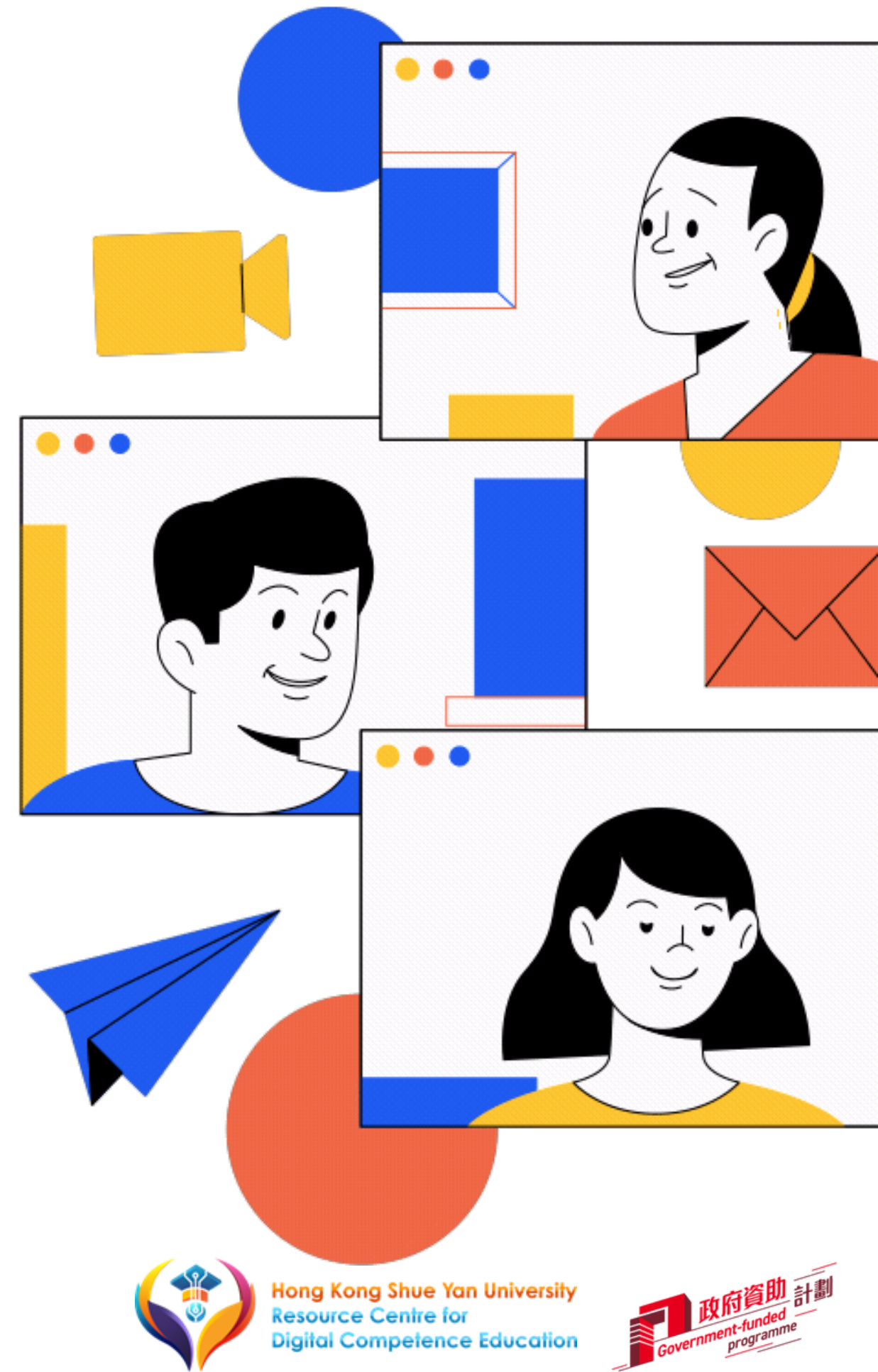
Power Your Team Work and Presentation Skills

Learning more about “digital competence” &
Using Canva for content creation and collaborative work

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Ms Alice Lai

Resource Centre for
Digital Competence Education

1 – 2 p.m., February 4, 2026
MB 210



Hong Kong Shue Yan University
Resource Centre for
Digital Competence Education



Goals of today's workshop

- Getting to know the Digital Competence Education Platform & eLearning modules
- Completing the Foundational Level Test and get the Certificate!



Canva

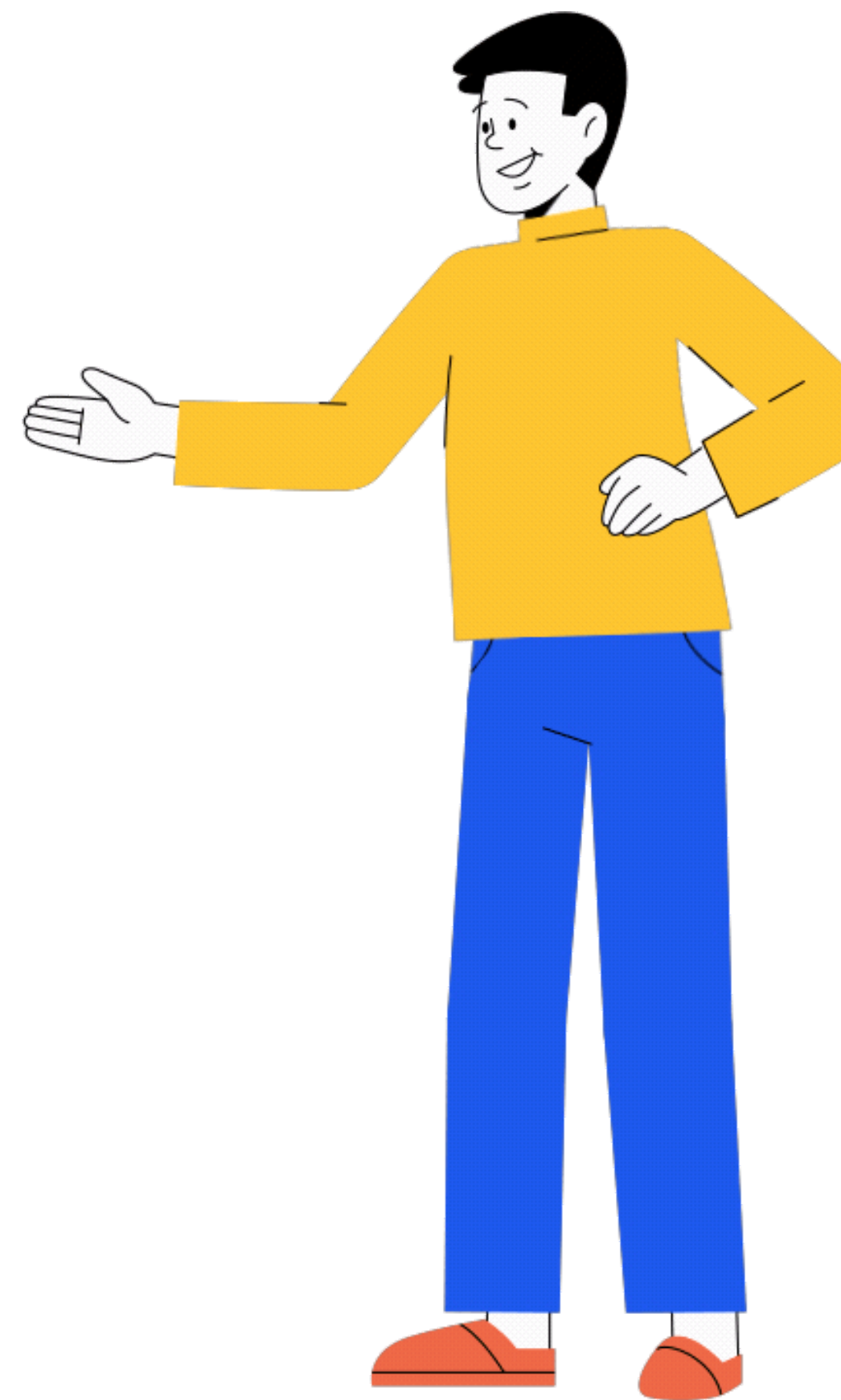
- A mini-workshop to explore Canva (how to use it to create visual projects and how it can support collaborative works)

What is “Digital Competence”?

- Some discussion on content creation and collaboration with digital tools



**Let's play a
warm-up game~**



Which do you prefer?

Eating in the canteen



**Takeaway or
cooking by myself**



Pick the more cursed digital life event:

**You accidentally go live on
Instagram while picking
your nose for 15 minutes**



**Your boss adds you on
WhatsApp and your profile
picture is a dark cat meme**



Which do you use more often when studying?

Computer or laptop



Mobile phone or tablet



How do you usually keep track of group project tasks and files with classmates?

Use WhatsApp / WeChat messages to share files



Use shared Google Drive folders or other cloud drives



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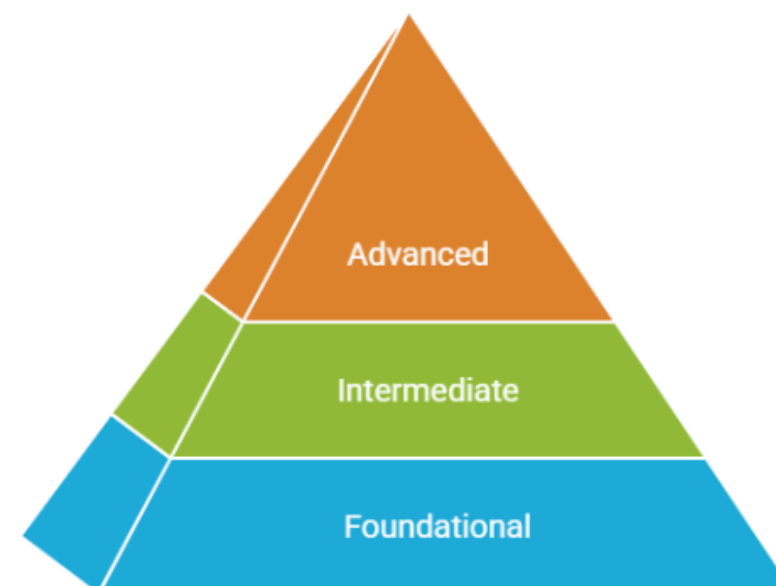
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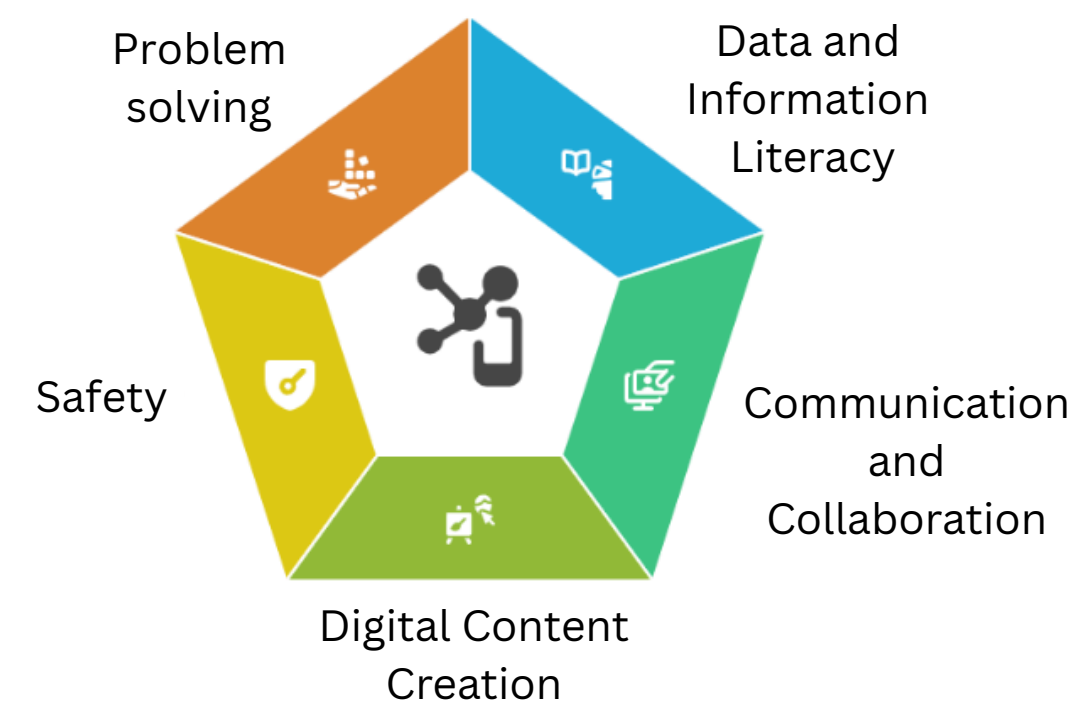
Digital Literacy and Competence Online Course

Free self-paced eLearning modules for enhancing students' digital competence

Skill Development Levels



5 Digital Competence Domains



The image shows a digital interface for the 'Digital Competence Education Platform'. On the left, there is a stylized illustration of a person interacting with a laptop, surrounded by icons representing digital literacy (gears, Wi-Fi, envelope, shield, etc.). On the right, there is a dark blue login panel with the title 'Digital Competence Education Platform'. It features three buttons: 'Teacher and Student Login →', a login form with fields for '[teacher ID]' and 'Password', and 'Admin Login →'. At the bottom left, there are logos for '香港樹仁大學 HONG KONG SHUE YAN UNIVERSITY' and 'Hong Kong Shue Yan University Resource Centre for Digital Competence Education'. At the bottom right, there is a red logo for the '政府資助計劃 Government-funded programme'.

Let's try the Foundational Level Test together!



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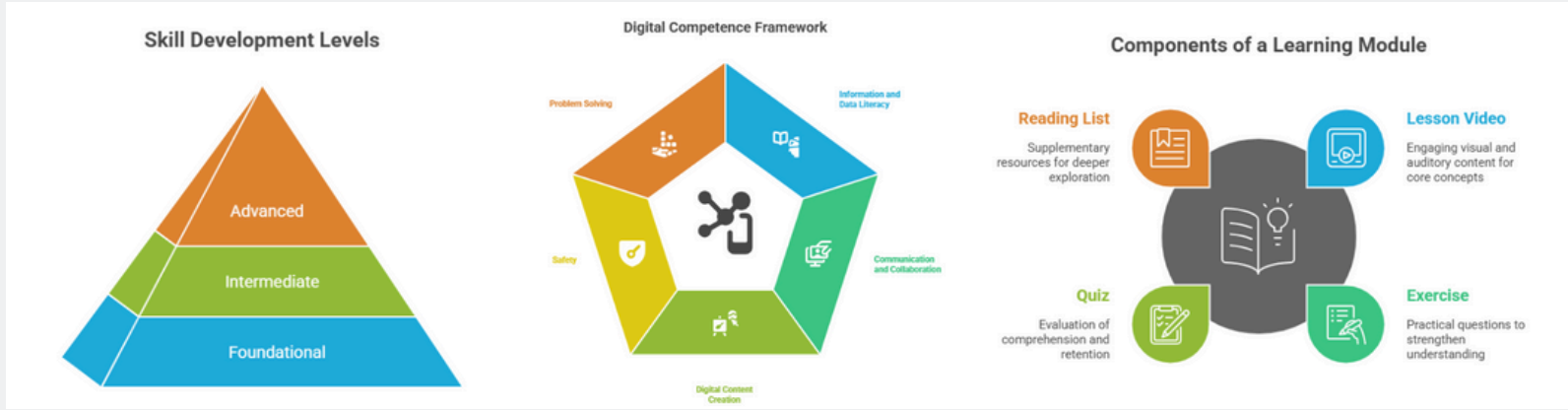


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Gloria's creation



Infographic - Napkin AI + Canva

Wedding invitation card for my friend ----

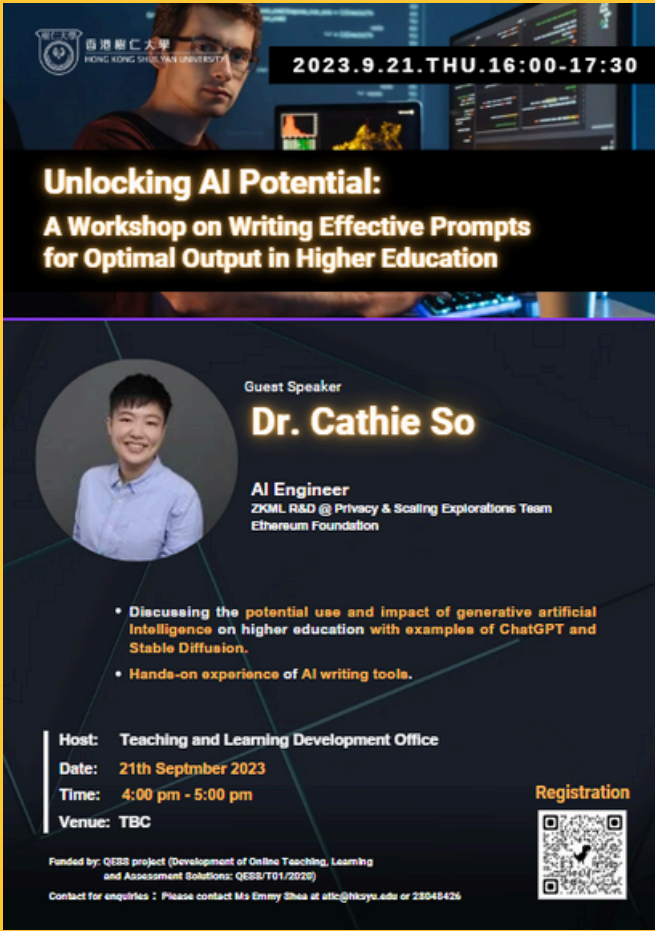
Personal creation

Canva + Mostly from a meme generator...

She DID made a real one with Canva herself



Alice's creation



Poster for an event - Canva



Poster for an event - Canva



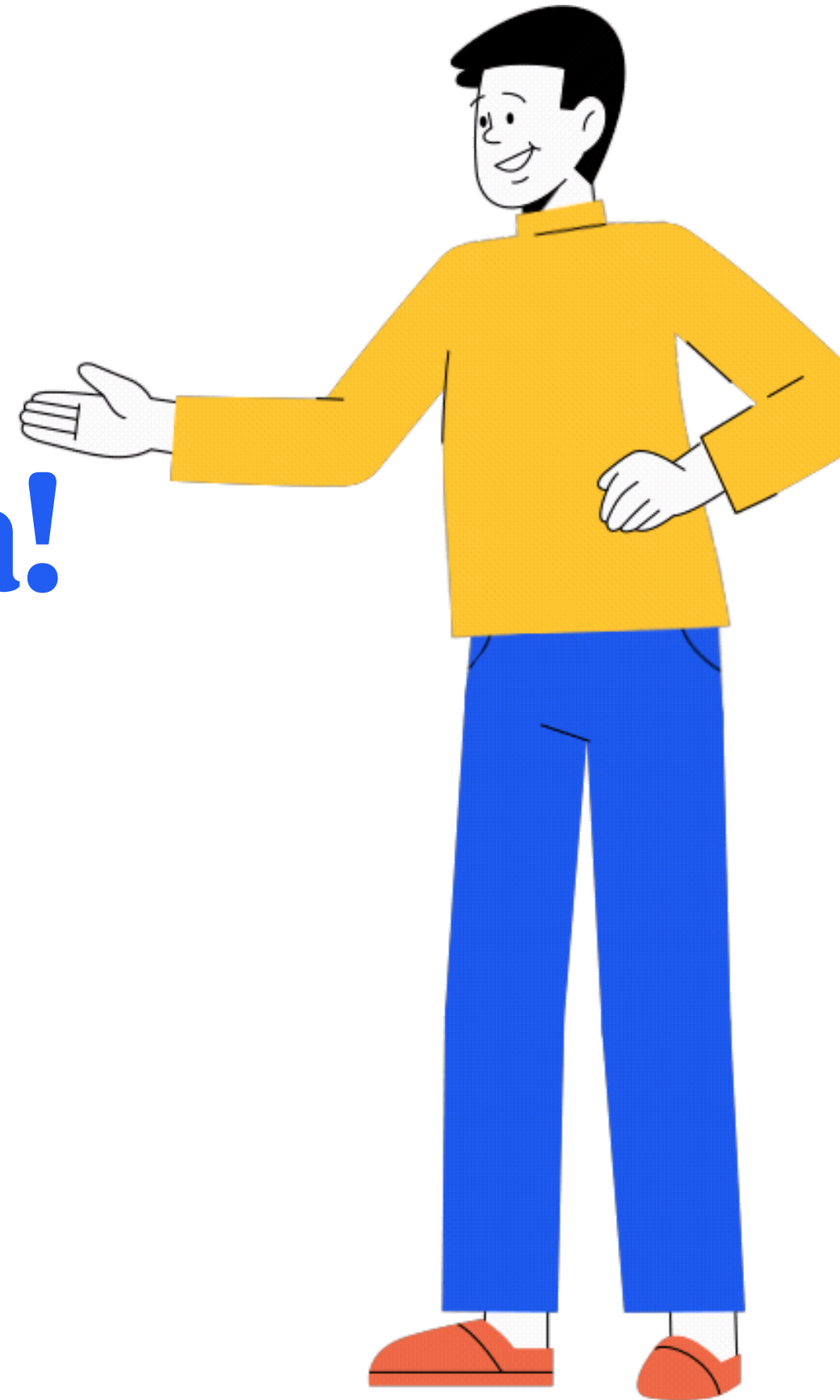
Poster for a product Procreate + Adobe Illustrator





Let's do a quick walkthrough of Canva!

Design templates,
elements,
photo/video editing,
collaborative functions,
Apps,
AI features...



Exercise time! (15 mins)

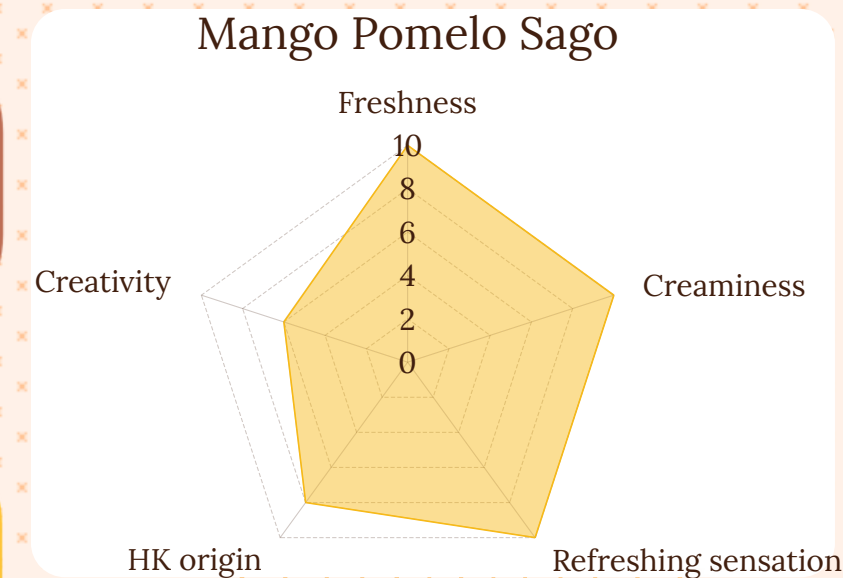
2 in a group, collaborate using separate Canva accounts to create
one shared poster introducing a food you both enjoy.

Start with **1 poster template**, include **at least 3 different elements**, and **use 1 Canva app**.

CLASSICAL HONG KONG STYLE DESSERT



楊枝甘露
MANGO
POMELLO
SAGO



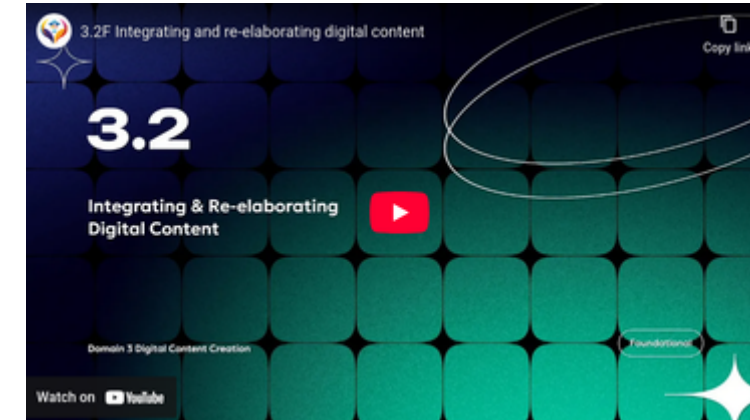
When using digital collaboration tools, I encountered these difficulties:



Resource Page

- Digital Competence Education Platform (DCEP)
- YouTube Channel of Resource Centre for Digital Competence Education
(where you can view all lesson videos)

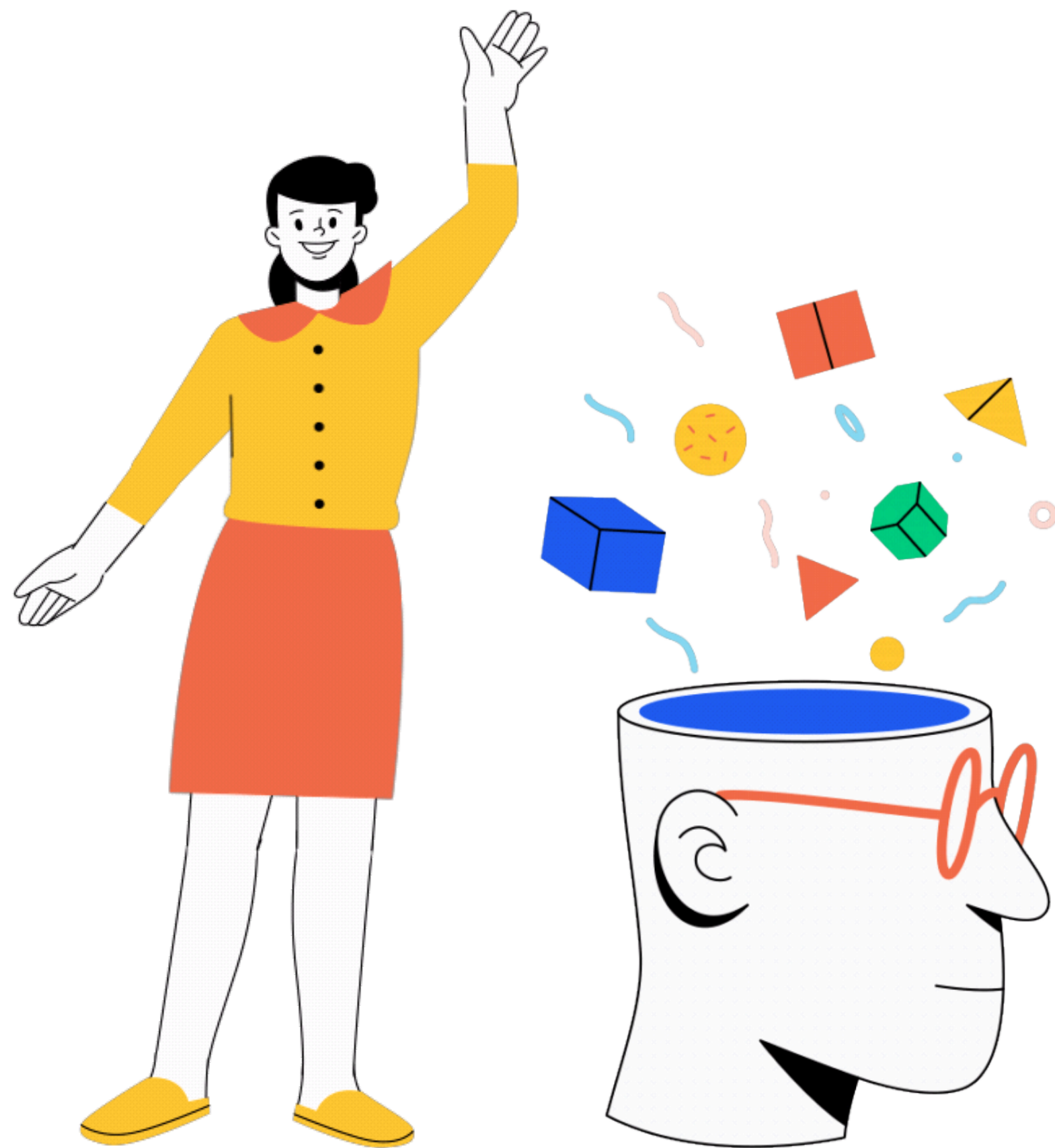
- Canva: Visual content creation tool



- Google Drive: Document collaboration tool



- WPS: Free All-in-One Office Suite with PDF Editor
(can be used in Hong Kong and Mainland China)



Thank you!

Спасибо, شکریہ, धन्यवाद

Contact us at rcdce@hksyu.edu