ACTIVE CITIZENSHIP FINAL PROJECT

SOCIAL ACTION PLAN FINAL COPY

O5TH AUGUST 2020

SUBMITTED TO: MAAM SADAF RIASAT

GROUP MEMBERS:

- ✓ HALEEMA MUNIR 011
- ✓ KINZA RANI 021
- ✓ MAHNOOR KASHAF 023
- ✓ MAMOONA BATOOL 025
- ✓ MARRYUM NIAZI 026
- ✓ MARYAM IMRAN 027
- ✓ MARYAM ZAMAN 028
- ✓ NAGINA REHMAN 031



ACKNOWLEDGEMENT

In the present world of competition there is a race of existence in which those having will power to come forward succeed. Project is like a bridge between theoretical and practical working. With this will, we joined to work on this beneficial project. First of all, we are thankful to the supreme power of ALLAH ALMIGHTY for giving us this much effort to complete our project. In performing our project, we had to take help and guideline from some respected person, who deserves our greatest gratitude. The completion of this project gives us much pleasure. We would like to show our Gratitude to MISS SADAF RIASAT (ACTIVE CITIZENSHIP INSTRUCTOR, FJWU RAWALPINDI) for giving us a good guideline for project throughout numerous consultations. We would also like to expand our deepest gratitude to all those who have directly and indirectly guided us in writing and completion of this amazing project. We have no valuable words to express our thanks but our hearts are still full of favors received from every person.

ROLES OF GROUP MEMBERS:

We divided the whole project into different steps and distributed them into 8 members. Roles were divided and assigned to group members according to their specialties and skills. A brief overview of responsibilities is as follows:

- ✓ Mamoona Batool: She is the Leader of the project. She planned the project with her group members. Her duty was to gather the whole project and assign the work of members. She also helped in uploading the lectures on WhatsApp group.
- ✓ Maryam Zaman: She is the Co-Leader of group. Maryam Zaman managed

Google Classroom and WhatsApp. She uploaded videos and lectures timely.

✓ Mahnoor Kashaf: She made 3 quizzes; each from a week course. This was for determining the learning criteria of people taking course.



- ✓ Haleema Munir: She marked the quizzes and ranked them according to the obtained marks.
- ✓ Marryum Niazi: She made an instagram awareness account "sproject959".
 Marryum posts helpful tips of first aid on daily basis.
- ✓ Maryam Imran: She gave motivational captions for lectures. Maryam also gathered pictures and screenshots from the whole course.
- ✓ Kinza Rani: She designed an advertisement and motivated people for taking course "FIRST AID BOX OF LIFE".
- ✓ Nagina Rehman: She answered all the queries to people taking course.

CATEGORY OF OUR PROJECT:

As the name indicates, our project "FIRST AID-BOX OF LIFE" falls in the category of health. Besides this, we spread awareness and education to the people around us. Knowledge of first aid promoted the sense of safety and wellbeing amongst people, promoting them to be more alert and safe in surroundings they dwell in.

LOCATION/AREA OF THE PROJECT:

As due to COVID-19, we are unable to go outside so we decided to change our SAP project. There are no specific areas which get affected by our project. Anyone from anywhere can have access to our online course which serves as an advantage in this situation.

DURATION OF THE PROJECT:

The Total time of the course is 6 weeks. This includes 3 weeks for us to learn course according to planned strategy and 3 weeks for people to learn.

* Start: 11th May, 2020

End: 21st June, 2020

COMMUNITY WE HELPED

As due to COVID-19 situation, whole world is in quarantine. People cannot come outside because of fear of Corona virus. In this situation, we are unable to go outside. So we changed our project topic and decided to complete our project by staying at home. Our group members decided to give the first aid course online. It may seem that our topic is not according to the COVID-

19 situation but doctors are busy in treating the Corona patients and the some hospitals are also closed. In this situation, this course helps the people. So, our group members created a basic course of first aid in which we add basics of first aid.

We do not select any specific area for our project. We use social media or other applications to fulfill our task. Anyone from anywhere has access to our online course which serves as an advantage in this situation. People who have mobile phone can easily take our course.

BACKGROUND/ CIRCUMSTANCES

Keeping in mind COVID-19 situation, we select our topic such that we can give benefit to people by staying at home. People do not need to come outside to take our course as safety is the first priority. We created a course regarding the use of first aid and how to react in certain medical emergency situations. This course is very important for people because it help people in emergency situations. Everyone should know about the basics of first aid. Our aim is to give the people knowledge about first aid so they can deal with emergency situations.

We created WhatsApp group, Instagram page and Google Classroom to

give the course online. Our group members asked their family members or friends about the course. We also do advertising on social media. So we add interested people in WhatsApp group where we give lecture on



daily basis. Our teachers give group members learn first about first aid. We also take quizzes in WhatsApp group. We also created a Google classroom where our one group members upload lectures. On Instagram, we also gather people and give knowledge about first aid. By doing all



this people easily get knowledge about first aid and people are also free due to quarantine so they did not waste time and get benefit from this time. This course might help people in future.

OBJECTIVES OF OUR PROJECT

Objectives are the goals that we set to achieve in the future. They show the main purpose of Project. Some objectives of our project "FIRST AID-BOX" OF LIFE" are listed below:

AWARENESS ABOUT FIRST AID:

The ultimate purpose of this project is to spread awareness among youth about the basic knowledge of first aid. Through this project, people will be able to know the basic preventions and necessary steps that should be taken in order to give first aid to casualty.

SAVING A LIFE:

This course will help people to save someone's life when they are facing any issues

that need urgent first aid. They can easily help sufferer when they know what to do and how to do in case of emergency.

SUSTAINABLE LEARNING:

As we all know, learning does not waste. It saves in our memory and can easily utilize at any time. First aid course learning is sustainable as it saves in our memory. Learners can use first aid knowledge in any emergency situation. For example, when someone is facing any asthma issue then, a person with first aid knowledge enables him to help casualty in using spacer.

PREVENT FURTHER HARM:

World is facing covid-19 pandemic. Doctors are busy in the treatment of covid-19 patients. First aid course learning will help people to manage any emergency situation when doctors are not available. They can assist casualty and prevent any further loss while some emergency help is not arrived.



CONTROL EMERGENCY SITUATION CONFIDENTLY:

First aid course can help people to manage any emergency situation without getting panic. They can easily give first aid to casualty as they feel confident because they know the ways of treatment. For example, when a person is suffering from heart stroke, first aid learner can easily provide him CPR.



ACKNOWLEGDEMENT OF RESPONSIBILITIES:

Through this course, we can acknowledge our responsibilities. We can easily identify what are our duties as an active citizen. Before identifying our duties as an active citizen, we can understand our responsibilities as a human.

BRIEF OF OUR PROJECT

Our social action project "FIRST AID- BOX OF LIFE" is basically concerned with the learning of first aid course by using online resources. Keeping in mind COVID-19 situation and lockdown, we choose this project because when doctors are busy in treating corona virus patients other patients are being neglected. So, a person can easily help sufferer with the basic knowledge about first aid. We have made a strategy to complete our project. Some steps are described below:

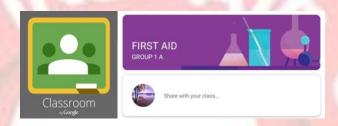
MAKING OF FIRST AID COURSE:

We have made our own first aid course by gathering material from Google, YouTube and other online websites. Our first aid course includes aid given to the patients of asthma, chocking, heart issues, bleeding, bites etc. We have also discussed the do and don'ts of providing first aid.

- ✓ Our first aid course consists of 10 lectures.
- ✓ Videos have been provided for better understanding of the steps that should be performed in the treatment.
- ✓ The duration of implementation of course is three weeks.

SELF-LEARNING:

First of all, we have learned this course by ourselves through Google classroom. Self-learning is important because it will enable us to assist others in learning how to deal with every situation. We have also encouraged our participants to ask query if they have any. So, in order to answer their queries, we must have knowledge of first aid.



ADVERTISMENT:

We have advertised our project by using Instagram. We have made an account "sproject959" to advertise our project. We have made this group to increase sustainability of our project.



PLATFORM FOR OTHER LEARNERS:

We have used WhatsApp to connect to the people who are willing to learn first aid course. We have made a WhatsApp group and have added participants and deliver our course lectures along with videos.



ACHIEVEMENTS

- ✓ We were able to create awareness about first aid
- ✓ We played our role as an active citizen and this project helped us realize our duties that being part of a society means a lot. One should work for the people around him and bring a change in society.
- ✓ We achieved our desired outcomes.

BENEFICIARIES

Beneficiaries are those people who get benefitted from someone or something. The people who will get benefit from our project are limitless because the project we selected will never end.

Direct Beneficiaries:

We used whatsapp group as a medium of transferring our knowledge to others. This group contained 62 people at a time. So suppose that if we take only 1 round of spreading information, then 62 people are directly benefitted from us because they are in direct contact with us. These all participants were female.

Indirect Beneficiaries:

Coming towards indirect beneficiaries, these will be the people who will either get first aid knowledge or emergency help from the direct beneficiaries of our project. Let us suppose that every direct beneficiary benefits only a single person, so the indirect beneficiaries also reach a number of 62. Since females are more in contact with females so we divided these indirect beneficiaries into a greater ratio for females than males. However our target area also includes males.

Total Beneficiaries:

Remember that above number of direct and indirect beneficiaries is just a rough guess. Continuing with the same rough guess, we have 124 beneficiaries at the moment.

COMMUNITY LEADERS

Community leadership is a specific form of the general concept of leadership. It is frequently based in place and so is local, although it can also represent a community of common interest, **purpose** or practice. It is a leadership whose help and permission is necessary for an outsider to help the community.

In our project, we have not involved any specific community. We are trying to spread it globally through instagram. So there was no community leader involved in this project.

Funding

Our project does not need any kinds of funds because we used internet as a medium and we spread knowledge which is always free of cost.

FEEDBACK OF BENEFACIRIES

Our beneficiaries appreciated us a lot and encouraged us to keep



doing such kind of projects in future as well. They took it as an appreciable initiative and thought it would be a healthy quarantine activity. We did not get even a single negative feedback. Every participant learnt something from it.

OUR PROJECT OUTLINE:

Through different websites of First-Aid Course, we have researched and summarised our course outline by our own-selves and tried to complete all basic and important concepts which are required in a First-Aid Course. The outline of our project is:

- WHAT IS FIRST-AID?
- 5 PRINCIPLES OF FIRST-AID
- EMERGENCY NUMBERS
- FIRST-AID HYGIENE
- CHAIN OF SURVIVAL
- ACTION PLAN OF DRSABCD
- BASIC LIFE SUPPORT (BLS)
 - > ASTHMA
 - > BLEEDING
 - > SHOCK
 - > CHOCKING
 - > BURNS

THINGS WHICH WE HAVE DISCUSSED IN OUR COURSE:

WHAT IS FIRST-AID?

In the start of the course, we have introduced our project purpose and its importance, because it is very necessary for the people to know about what they are going to learn. In this lecture we have provided basic First-Aid knowledge that how First-Aid can be performed with limited equipments and is typically carried out until professional medical assistance arrives, its importance that how you can enable to help a person who become injured without being helpless witnessing an emergency situation.



EMERGENCY NUMBERS:

After providing First-Aid to a person, it is important to call on emergency numbers for further help. For example, 112 is an emergency number that can be dialled free of charge and able to dial if the mobile is locked or there is no SIM card in it.

FIVE PRINCIPLES OF FIRST-AID:

After some basic introduction to First-Aid, we have derived Five Principles of First-Aid in the course. In lecture we have taught our learners, that in our everyday life while performing some home chores or doing other works we get injured for example, having cut on finger or getting scratch on our body by falling down, in this case P.R.I.C.E injury treatment is best to apply. Then we have described what P.R.I.C.E (Protect, Rest, Ice, Compress, Elevate) injury treatment is and how we can apply it. In which, we have further explained what is the Principle of 3C's of an Emergency (Check, Call, Care) and 3P's of First-Aid(Preserve Life, Prevent Worsening, Promote Recovery) and the Universal Principle of First-Aid ABC.

FIRST-AID HYGIENE:

Through basic definitions we made our learners that what First-Aid Hygiene is also described some precautions which are needed to minimize the risk of infection by practicing some good First-Aid Hygiene Procedures and what are the Ways of Reducing the Risks of Needle-Sick Injuries.

CHAIN OF SURVIVAL:

In this lecture we have described that what is Chain of Survival and the four links of chain of survival which are:

- > Early Recognition and Call for Help.
- > Start CPR.
- > Defibrillation.
- > Early Advance Care.

ACTION PLAN OF DRSABCD:

Through our course we have presented the Action Plan of DRSABCD which is a vital aid accessing whether a casualty has any life threatening conditions and if immediate aid is necessary. The seven steps which are involved in DRSABCD and when to stop CPR and when to get help.

BASIC LIFE SUPPORT (BLS):

Then we have briefly explained about what is Basic Life Support

(BLS)? And how we can help a person having

DANGER
Ensure the area is sale for your self, others and the patient

Asthma that is; refer to their asthma plan if



any, administer first-aid, how to help an Contract or paller that and without DARPH delice and solve and s



spacer) and help to stabilize the victim. <u>Bleeding</u>; types of bleeding, internal or external bleeding with signs and symptoms. <u>Shock & Bites</u>; signs and symptoms with basic first-aid measurements. <u>Burns</u>; degree of burns, first-aid measurements with do's and don'ts. <u>Chocking</u>; types of obstruction with some care and treatments.

ACTIVITIES CARRIED OUT DURING SAP IMPLEMENTATION

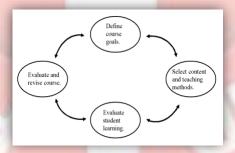
COURSE PREPARATION:

First of all, the task of course preparation was completed by all the members of our group. Our course was named "First Aid Box of Life".

It includes

- Defining course goals
- Determining course content
- Determining the structure of the course
- Selecting the main topics to be covered

By defining the course goals it was clear what we want the learners to learn and accomplish. Course content was determined by selecting the major topics and determining the order in which we will teach them while structure of course was determined by arranging the topics in a logical order.



SELF LEARNING:

Self-learning is basically defined as

" A process by which individuals take the initiative, with or without the assistance of others, in diagnosing their learning needs, formulating learning goals evaluating learning outcomes".

After the preparation of course, all the group members have learnt the course at their own pace in 2 weeks. We took all the lectures that we have already prepared in our course while course preparation.

ADVERTISEMENT:

Our next step was to advertise. For this activity, one of our group members named *Kinza Rani*, designed a poster for our course.

After the completion of our poster, all the members of our group have advertised our course by posting this poster on their social media accounts and also by inviting their friends / peers to join us and take this course, as it's very helpful.

DELIVERING THE COURSE:

After advertising, all the group members came up with some learners who were interested in taking our course.

Now it was a time to start delivering our course to the learners. Our group decided to deliver the course by using Whatsapp. Hence, firstly, all the

learners were added in a whatsapp group. Then our group members name Mamoona Batool, Nagina Rehman and Maryam Zaman were given a task to upload lectures and to answer queries of learners and to clear all the confusions regarding those lectures, if any.

CONDUCTING QUIZZES:

During the delivery of course, quizzes were also conducted, 3 times during this whole time period.

Main purpose for the conduction of quizzes was to analyze the learners.

The task of quiz conduction was given to the members of our group name

Haleema Munir and Mahnoor Kashaf.

MANAGING INSTAGRAM ACCOUNT:

Also we made an *Instagram account* to spread awareness about *first aid*. So another task was to manage that *instagram account* by uploading different informative posts and videos related to our course. It was done on a daily basis. This task was completed by the members of our group name *Marryum Niazi* and *Maryam Imran*.

OVERALL IMPACTS

WHAT ARE THE OVERALL IMPACTS OF OUR PROJECT?

First aid training is relatively neglected issue in Pakistan. It is being taught in schools from early childhood that we as a human should save someone's life but how to save this, is an issue. So realizing the necessity of its learning we collected information from different websites and delivered it to the people. We just did this projected as a responsibility of an active citizen. However, our struggles were fruitful, bringing amazing outcomes. So what were the impacts, are given below;

PEOPLE ARE ABLE TO TACKLE ANY EMERGENCY SITUATION, THEY HAVE FACED.

In this course we have taught them basis life supporting techniques, through which they can help someone to deal with minor injuries, burns and cuts. Our students during our interactive sessions have told that through these techniques they have been able to deal with injuries, they got in their daily routine. For example, working in the kitchen, they get cut, or burn on their hand. Also our students also told us that they had helped their family members to deal with injuries.



PEOPLE HAVE REALIZED THEIR INDIVIDUAL RESPONSIBILITY.

During this course we and our students learned that sometimes it is not necessary to wait for others to help. But actually, we can also individually help someone. If someone hurts, instead of shrieking and crying, which can make the patient's condition much worst; we should remain calm and give hope to the victim. And should do what else we can. So in this course we make the people realize that don't be panic in front of the patient and call for help. Until another help does not arrive, do your best. And 'Be patience with the patient'.

IMPORTANCE OF SUCH INFORMATION

Since, we have lack of this course in our educational institutions. So we decided to promote it by our self. So when we were advertising this course, we have invited our friends, and family members to participate in it. We got positive response. All of them take their time out from their precious and busy routine, which make us realize that this course has much more importance in our lives than our expectations.

ACKNOWLEDGEMENT OF OUR RESPONSIBILITIES

Active participation of people makes the project much more interesting. However this participation was directly related to their interests and all of our participants acknowledged us to give them a golden chance of to train

themselves for emergency situations. On the other hand they also admire us that we as a learner of active citizenship course are doing our best as an active citizen. Our team work is also admirable.





POSITIVE FEEDBACK

As mentioned earlier, this course is lacked in our educational departments, so our initiative was a different thing that the people had learned. So this new thing was interesting to them which increase our project significance.

ENHANCE TECHNICAL AND SOCIAL SKILLS

In this course we interacted with our students though Google classroom and WhatsApp. This increases our understanding with the technology. Similarly our interaction with the participants increases our social skills too.



SUSTAINABILITY

HOW IS OUR PROJECT SUSTAINABLE?



ended. But why we did this project. To gain marks? It is true but being an active citizen our responsibility for what we have written in this course or what we have delivered to the participants is of much more importance because it is going to benefit the people. Sustainability of the project is related to acceptability and its long lasting effect. During this course we have assure about its acceptability. But how it is long lasting, it will discuss below;

INFORMATION ONCE LEARNED WILL SUSTAIN FOR LIFE TIME.

There is no doubt that the things we learned and practiced can stuck to our memory. After learning this course, if someone faces any emergency situation in his life, he will recall from his memory and can help himself and others.

MADE AN INSTAGRAM ACCOUNT TO SPREAD THE IMPORTANCE OF LEARNING FIRST AID.

Our group had chosen Instagram as a social media tool. On which we have posted our project related posts from time to time. As Instagram is widely used social media app, so those who interacted with Instagram will definitely go through our posts. Our posts are very informative. If they see even a single post they will have a long lasting benefit.

SUGGESTING JUNIOR FELLOWS AND SOCIAL WORKERS THE SAME IDEA.

In future, this course will also be offered to our juniors. So we have advised them to select this topic for their project because this is very interesting and interactive course. Also it is sustainable, so the purpose of their project will be fulfilled. On the other hand, we also know some group of students in out university, who voluntarily spread awareness among other students through campaigns and seminars, so we asked them to aware the people on first aid too. This will increase the chain from group to group and person to person. Hence, more people will know, more the lives would be saved and sustain its impacts in their lives.

INTENDED TO SELECT THE SIMILAR TOPIC FOR THESIS OR RESEARCH PROJECT.

Our group has decided to choose similar topic for the thesis to do research on this topic so that we could also know advanced first aid. Similarly in our family and friends circle, if someone has field related to this topic we have advised them to research on this topic, so that more and more its importance will spread, more it will be sustainable.

ARE THERE EXISTING INTERVENTIONS ADDRESSING THESE NEEDS?

There are a lot of websites which presents content related to first aid. But people do not even search about first aid. And in the online content there is no direct interaction with the leader, so that people can ask queries regarding course. So our project is different in a way that we have compiled all content related to basic life support first aid and organize an online class. We are eight members and we interacted with our class through WhatsApp

and Google classroom. Where everyone can ask queries any time and we will be there to answer them. Also we have compiled the content in easy and understandable manner to which a common person can also understand.

PROUDEST MOMENTS!

While doing this project, we have experienced certain stages, where we felt proud of ourselves and our initiative to teach people this course.

LEVELING UP HUMANITY:

Humanity is very important part of everyone's life and for showing humanity you don't need to be rich person, even without resources you can show humanity by helping someone in any possible way. When you show humanity, you would feel inner peace which you cannot get from something else.



Our instructor MA'AM SADAF RIASAT has taught us through this course that how to level-up humanity. We all came to know about our responsibilities as active citizens. We've understood our duty to help others. We had never thought that we can do this type of things to help people.

Now we can proudly say that YES WE LEVELED UP THE HUMANITY.

APPRECIATION FROM OUR COURSE STUDENTS:

People who took our course have highly appreciated our initiative. It's not easy to gather people at one platform, provide them with enough knowledge about first aid so that they get complete knowledge of it.

But with the help of ALLAH ALMIGHTY, guidance of MA'AM SADAF RIASAT and hard work of OUR GROUP we provided people with this course and yes we feel proud when they appreciate us.

WHEN THEY ASK QUESTIONS:

The purpose of our course is not just to provide them information, but to make sure they are learning.

So when they ask questions regarding our course first aid, we feel so proud to give them answers. As stated above that nothing can give you more happiness and inner peace that helping someone's give. And after learning if they utilize it afterwards, we will be very happy.

HELPFUL TIP

The following are things that we learnt during our project.

TEAMWORK:

Teamwork makes the dream work.

We have heard this quote many times but after studying this course and delivering it further, we can confidently say that yes it works and it is so true, without this you can't move forward in future. You have to work and cooperate in order to fulfill your dreams. Honestly speaking, if it was on one person to provide people with type of course was impossible.

- When you are working as a team many new ideas generate, which can't be possible if you are working alone.
- Working with different type and different nature of people is a discomfort
 for us because we usually feel easy to work with people which are like us.
 But this discomfort pushes us to grow, this is where difference of
 perspectives and opinions come in, so it leads to winning.
- Work load is divided if you are working as a team otherwise you will always be burdened by work.
- When we discuss things as a group, we gave ideas, opinions, listens to others and hence it boosts our communication and so our creativity level.

creativity level.

If you want to go fast, go alone

lf you want to go far, go together.



QUARANTINE TIME CAN BE UTILIZED POSITIVELY:

Due to COVID-19 we all were bound to our homes and most of us have adopted very careless routines because we don't know what to do, so after

doing this project with our fellow's one thing we can say aloud out is that quarantine time can be spent positively.



Our first aid course is an example for all people. That how we provided people with this course online. Usually, people attend sessions or proper classes to learn this course, but we have showed that it is possible to learn it in this way and hence we utilized our quarantine time effectively and positively.

Stay positive; better days are on their way!

SOURCES USED TO DELIVER THE FIRST AID COURSE:

Firstly, we worked in pairs and collected all data from internet. One can say that our students can also study from internet but we have collected easy and digestible data, no complex things were involved. Everything provided is easy to understand and we collected it from all over internet and then bind it in PDFs and videos. The following are sources we've used to deliver first aid course:

- 1. Google classroom
- 2. Whatsapp
- 3. Instagram

GOOGLE CLASSROOM:



MAMOONA BATOOL made first aid class on Google classroom. She invited all other members of our group there. Firstly, we as students took this course and learnt it so we will be able to deliver it further.

MARYAM ZAMAN and MAMOONA BATOOL were in charge of uploading PDFs and videos there. After every two days we upload new information and hence after three weeks we have learnt first aid course completely.

The captivating captions above PDFs and videos that include basic introduction were provided by MARYAM IMRAN. Now we were ready to deliver it to others.

WHATSAPP:

Next step is to advertise our course and gather people who were interested to take our course and want to join us. KINZA RANI designed beautiful and effective posters for advertisement of our online course.

Our whatsapp group consists of 62 members<mark>. MARYAM ZAMAN</mark> and MAMOONA BATOOL shared PDFs and videos here. NAGINA REHMAN were

in charge of solving queries of our students if they have any regarding lectures. We appreciate them to ask questions.



Now to check their understanding, we've conduced three quizzes which were MCQs based and were made by MAHNOOR KASHAF and checked by HALIMA MUNIR. We've provided them with proper time limit to solve their quizzes and after submission and checking process, we've announced results also.

INSTAGRAM:



To spread further awareness, we've made an instagram account.

MARRYUM NIAZI was managing it. Regular posts

were shared and hence we've provided knowledge through this platform also.

ENDING WORDS:

Our motto is to provide information and make sure that people learn something from our first aid course and afterwards utilize the knowledge they learnt from this platform.

THANKS!