

WORKSHOP DIRECTORY PAGE

TITLE: Tips and Techniques for Engaging Participants

COMP. #: 707

NO. HRS: 4

DATE: September 2012

QUALITY SERVICES REVIEW INDICATORS:

➤ N/A

COMPETENCIES:

707-4 The trainer knows a variety of strategies on how to make sure all the learning objectives are covered.

707-6 The trainer can develop activities and can adjust these activities in the training room so that people will become involved in the process.

LEARNING OBJECTIVES: Participants will be able to:

- Describe parameters for altering and substituting activities included in Resource Center curricula.
- Explain how to identify appropriate icebreakers.
- Expand upon their approaches to incorporating What's In It For Me and Parking Lot flip charts.
- Offer a variety of ways to conduct knowledge and learning reviews.
- Propose effective ways to incorporate questioning in a manner that promotes learning.

CALENDAR SUMMARY:

Struggling to keep participants engaged? Looking for ways to break away from the same routine when training and make trainings your own? Not sure what you are allowed to do differently in the classroom? In this workshop, you will explore new techniques and approaches to tailor training to both participants' needs as well as your own training style. You will also discover new ways to incorporate some old tricks. This workshop is eligible for 0 Continuing Education credit hours."

TARGET AUDIENCE:

Consultants and trainers of the Pennsylvania Child Welfare Resource Center.

EXPECTATIONS OF THE TRAINER:

The trainer must be an experienced facilitator and be knowledgeable about instructional design.

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RELEVANT LAWS, REGULATIONS, BULLETINS, *etc.*

➤ N/A

MATERIALS NEEDED:

- ✓ Curriculum
- ✓ Blank Flip Chart Pads
- ✓ Colored Markers
- ✓ Handouts
- ✓ Masking Tape/Poster Putty
- ✓ Name Tents
- ✓ Flip Chart Stands (2)
- ✓ Laptop
- ✓ LCD Screen
- ✓ LCD Projector
- ✓ Power Point Presentation
- ✓ Posters
- ✓ Sign-In Sheet(s)
- ✓ Trainer Resources
- ✓ Training Evaluations

LIST OF HANDOUTS:

1. PowerPoint Presentation (3 pages)
2. Agenda/Idea Catcher/Action Plan (6 pages)
3. Parameters and Guidelines for Altering or Substituting Activities (1 pages)
4. Bloom's Taxonomy (6 pages)
5. Icebreaker Purposes (4 pages)
6. Choosing an Icebreaker (1 pages)
7. Use of Questioning in the Training Room (3 pages)
8. Content Review (2 pages)
9. References (1 pages)

LIST OF POWERPOINT SLIDES:

1. Tips and Techniques for Engaging Participants (9 slides)

LIST OF POSTERS:

1. Adult Learning Principles (1 pages)

LIST OF TRAINER RESOURCES:

1. Guided Imagery (2 pages)

CREDIT ASSIGNED:

Continuing Education credits: 0 hours