

Basic Instructional Techniques

This two-day course has been designed by the NSA to provide participants with information about various instructional techniques, which will assist in their individual role as a mentor, trainer or facilitator for the company/ organization.

Note: Participants should plan to spend approximately 1 hour on the evening of Day 1 preparing a presentation for Day 2.

Course Objectives:

- To teach participants basic instructional techniques
- To assist participants in organizing, planning, and developing an effective training, mentoring or facilitating sessions
- To demonstrate the various aids and prompts which are available to assist each participant in fulfilling his or her role
- To inform participants of basic mentoring, teaching and facilitating skills
- To actively promote public speaking skills through interactive workshops

Course Content:

- Effective communication with the adult learner
- Learning Principles and instructor guidelines
- Dealing with Anxiety
- Presentation Tips
- How to use audio visual equipment effectively
- Lesson Planning
- Developing writing skills

