

TRAINING THE TRAINERS

Tutors: **Joyce Godfrey, Education Consultant**
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Day 1

9.30am **INTRODUCTION**
Introductions; outline, rationale, structure and objectives of the programme

10am **TEACHING AND LEARNING**
Perspectives on learning levels and approaches to adult learners

11am *COFFEE*

11.15am **AIMS, OBJECTIVES AND COMPETENCE**
Use of aims and objectives, setting objectives for different types and levels of learning. Relation to teaching and assessment methods. Notions of competence and its measurement in clinical practice.

12.15pm **STRUCTURING LEARNING**
A framework to optimise learning in a range of teaching methods.

1pm *LUNCH*

1.30pm **MICROTEACHING 1**
A chance for practice. Each participant will deliver a short teaching session (10 mins) to a small group of peers, the video of which will form the basis of private reflection and Tutor feedback.

3PM *TEA*

3.15-5pm **MICROTEACHING (cont)**

Day 2

9.30am **USING QUESTIONS**
Purposes of questions. Using different types and levels of questions with learners

10.15am **LECTURING**
Problems and opportunities in lectures. Active lecturing. Using new technology to enhance learning

11.15am *COFFEE*

11.30am **CLINICAL TEACHING**
Optimising experiential learning in clinical situations.

- 12.15pm** **INDIVIDUAL SUPERVISION**
Supervising and appraising individuals during research or training.
- 1 pm** **LUNCH**
- 1.30pm** **TEACHING A SKILL**
A systematic approach to teaching a skill and the use of demonstration, practice and feedback.
- 2.15pm** **MICROTEACHING 2**
Triads will be used for each member to practice teaching a skill one-to-one with feedback from the third member.
- 3pm** **TEA**
- 3.15pm** **SMALL GROUP METHODS**
Using small group methods too promote active learning. To include experience of task based activities case studies and discussion.
- 4.20-4.30pm** **SUMMARY**

Day 3

- 9.30am** **GIVING FEEDBACK**
Characteristics of effective verbal feedback; using constructive criticism. This is intended to inform future practice with trainees and the afternoon microteaching
- 10 45am** **COFFEE**
- 11am** **ASSESSING LEARNING**
Defining assessment - purposes and types; information on assessment will be used as the basis of a practical application exercise by small groups the results of which will be peer reviewed.
- 12.15pm** **EVALUATING TEACHING**
Using a written checklist to analyse, evaluate and give feedback on others teaching episodes. This will inform the following microteaching. Evaluating own teaching, sources and methods of feedback; use of peer evaluation.
- 1pm** **LUNCH**
- 1.30pm** **MICROTEACHING 3**
An opportunity to use experience and learning thus far. Each participant will undertake a short (10 mins) session to a small peer group using an appropriate teaching method of their choice. This will be followed by self-reflection, analysis and peer and Tutor feedback.
- 3.45pm** **TEA**

4pm

CPD & YOUR PORTFOLIO

Teaching and training development and your portfolio - the use of evidence and the role of reflection.

4.20-4.30pm SUMMARY

Closure followed by participants' feedback on learning.