

## COURSE AGENDA

Day One 9.00am	Day Two 9.00am	Day Three 9.00am	Day Four 9.00am	Day Five 9.00am
Registration ----- Welcome, Introductions and Course Set-up	Learning Review ----- Identifying learning needs	Learning Review ----- Designing a training session	Learning Review ----- Making it Easy	Learning Review ----- Reflection on training practice 50'
<i>BREAK (10.15-10.30)</i>	<i>BREAK (10.45-11)</i>	<i>BREAK (10.50-11.05)</i>	<i>BREAK (10.40-10.55)</i>	<i>BREAK (10.20-10.35)</i>
How adults learn	Training objectives and key learning points	Designing a training session (cont.): training techniques	Prepare for practice training sessions ----- Training practice and feedback	Participant warmer ----- Evaluating training ----- Learning Environment <i>LUNCH (12.45-13.30)</i>
<i>LUNCH (12.40-1.20)</i>	<i>LUNCH(12.30-1.15)</i>	<i>LUNCH(12.30-1.15)</i>	<i>LUNCH (12.30-1.10)</i>	
Training practice: Individual sessions ----- Warmer ----- The humanitarian context	Participant Warmer ----- Competencies ----- Designing a Training Programme	Participant warmer ----- Practice designing training session	Participant warmer ----- Training practice and feedback	Participant warmer ----- Managing groups
<i>BREAK (3.45-4.00)</i>	<i>BREAK (3.30-3.45)</i>	<i>BREAK 3.00-3.15</i>	<i>BREAK 3.05-3.20</i>	<i>BREAK 3.20-3.35</i>
Warmer ----- The training cycle ----- Daily feedback	Participant warmer ----- Present training programmes ----- Daily feedback	Participant warmer ----- Feedback skills ----- Training design: peer review ----- Daily feedback	Participant warmer ----- Training practice and feedback ----- Daily feedback	Using PowerPoint ----- Personal learning review and Action planning ----- Evaluation and close
<i>FINISH</i>  <i>5.30pm</i>	<i>FINISH</i>  <i>5.30pm</i>	<i>FINISH</i>  <i>5.30pm</i>	<i>FINISH</i>  <i>5.30pm</i>	<i>FINISH</i>  <i>5pm</i>