

# PREPARING CONTENT AREA EXPERTS TO BECOME PRESENTATION PROS

## **Goal:**

To prepare content area experts to conduct effective presentations.

## **Overview:**

Your presentation is well organized. You know your material. Your visuals are professionally prepared. Yet, as you survey your audience expecting rapt attention, you begin to get this sick feeling: "They seem lost. They're not with me. What's wrong?"

Sometimes learners are distracted because they are tired, had a big meal, or their minds are someplace else. Others become distant when they are unclear about how the information being presented can be useful to them. Still others tune out because the presentation format was incongruous with their learning style.

Most presenters do an excellent job of preparing themselves and their materials for a presentation, but neglect to focus on preparing the learner to become engaged, energized, and focused in the learning process.

Presenters are challenged to demonstrate the utility and value of their material and to cater their delivery to meet the diverse needs of adult learners.

This 2-day Instructor Skillshop is designed to enhance the participants' ability to optimize learning when providing presentations, seminars, and trainings.



*By learning you will teach,  
by teaching you will learn."*

—Latin Proverb

## **Objectives:**

Participants will be able to:

1. Use a dynamic 5-step presentation model.
2. Employ strategies for preparing the facilitator, the learner, and the learning environment.
3. Learn to adapt their presentation to varying needs of adult learners.

## **Topics:**

- Developing a supportive and challenging environment for adult learners.
- Utilizing a 6-step instructional training model.
- Incorporating cooperative learning techniques into existing training structures.
- Designing strategies to accommodate distinct adult learning styles.
- Assessing areas of strength and improvement through behavioral checklists and videotape evaluation.
- Managing difficult students and situations.
- Enhancing audio visual aids.
- Trainer tips.
- The art of asking questions.
- Designing objectives and evaluation criteria.
- Practice

**Duration:** Two-days (16 hours)



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