

Teach Beyond Your Reach: A train-the-trainer workshop

SLA annual conference, June 2015

Communities of Practice:

Teach Beyond Your Reach



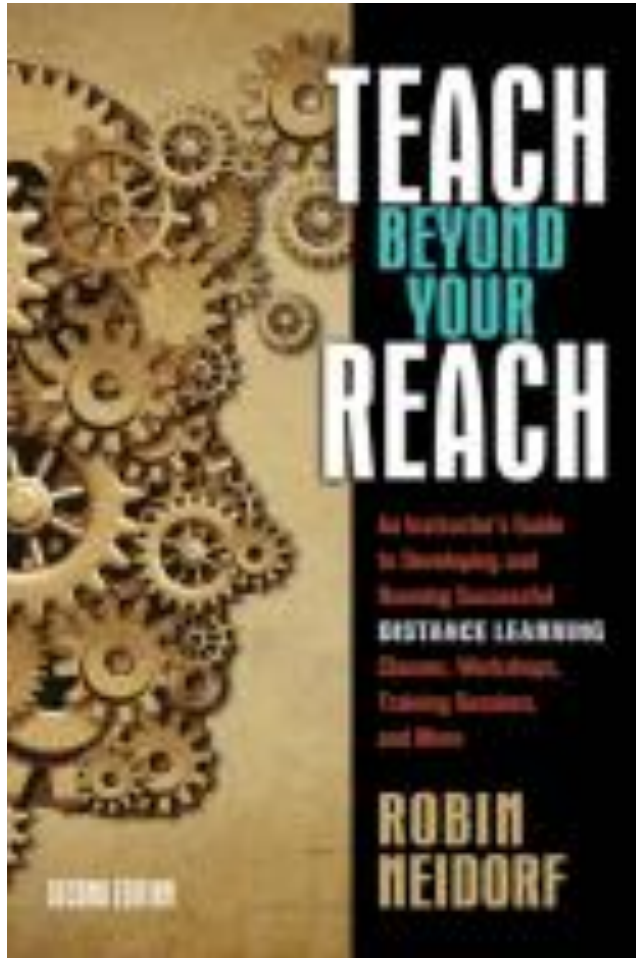
Housekeeping

- Confidentiality
- Format
- Follow up
- Questions, comments and feedback

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Second edition - 2012
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Information Today booth

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Agenda

- Interactions that drive successful learning
- Focus on the audience
- Focus on content
- Focus on objectives
- Practical next steps

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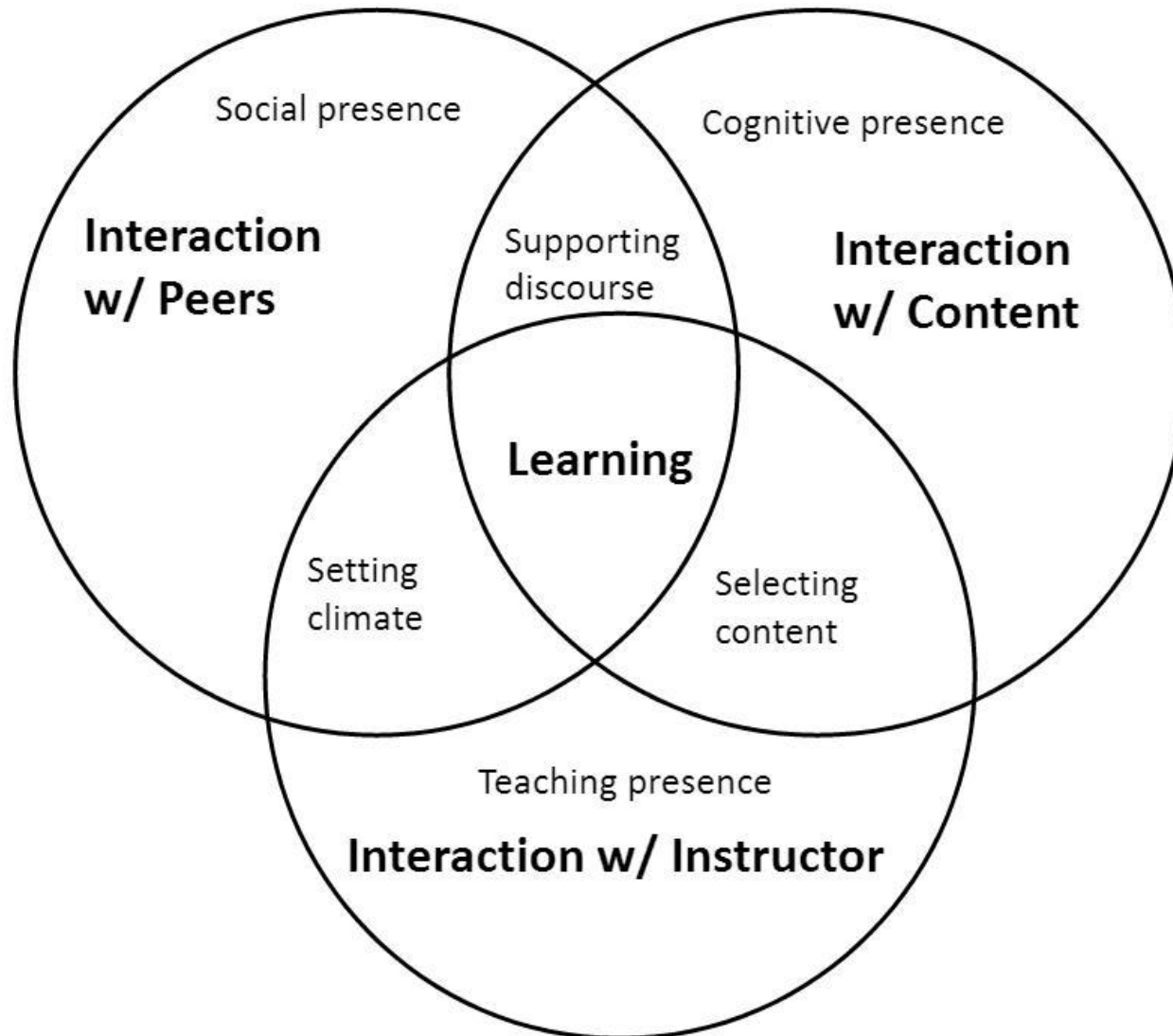
Exercise: **Your Best On-the-Job Learning**

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- Content interactions
- Community interaction
- Instructor interactions

... what you already know about each

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Audience: Who Is Learning?



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Variables to consider

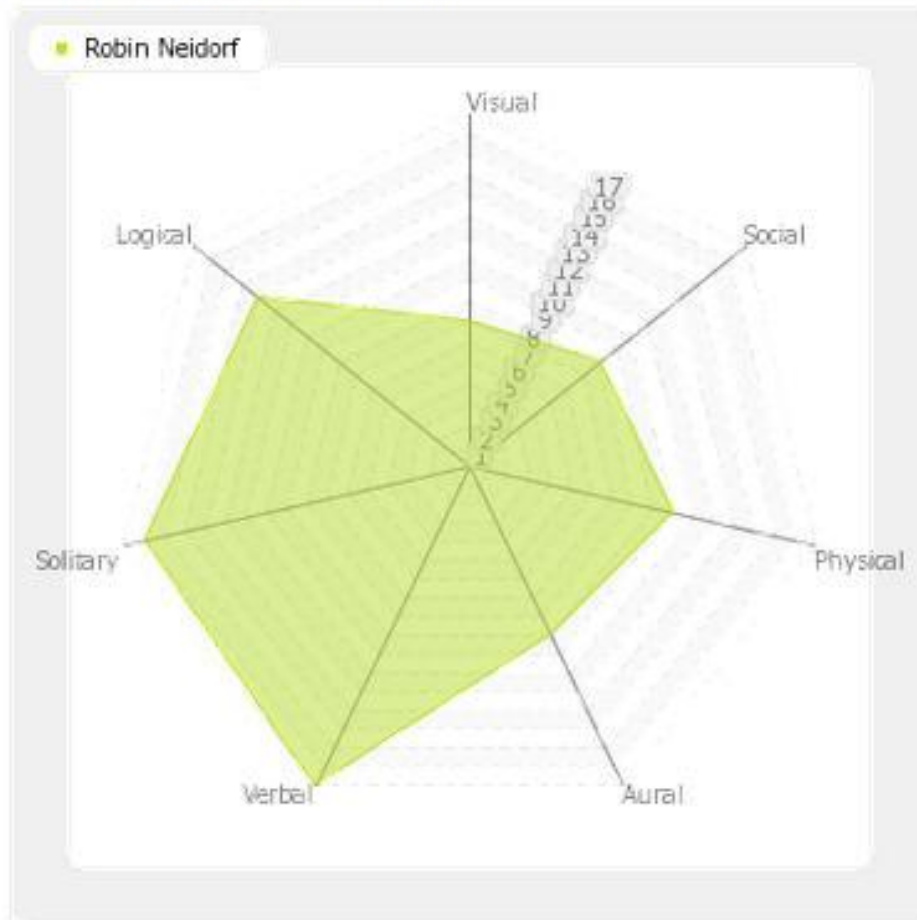
- Motivation and personal risk
- Comfort with learning forum
- Attention span
- Learning style
- Immediate application of new skills and knowledge

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Learning Styles Graph



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Exercise:

Mapping and Researching Your Audience

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Content: What's Essential



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Outcome first...

- Perform a new task (new skill)
- Perform more tasks in a shorter period of time (efficiency)
- Use new tools or equipment
- Create a different result

.... What activities enable practice?

.... What's the minimum required transfer of knowledge to enable activities?

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Exercise: Activity Planning

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Objectives: Business, Learning, Personal



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Business Objectives

- Why this? Why now?
- This is an investment -- get support for it
- Essential but insufficient for success

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Learning Objectives

- Characteristics of good ones
- Keeping you (and the trainer) on track
- Essential but insufficient for success

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Personal Objectives

- Getting past “I don’t have time”
- Know your audience; know their objectives
- Adapt when possible
- They deserve outcomes and reporting, too!

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Exercise:

Defining Objectives, Making the Case

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More Value

- **Copy of presentation:** PDF with notes
- **“Best Practices in Information Skills Development”:** FreePint Topic Series, free registration
- **“Getting Information Skills on the Strategic Agenda”:** CoP later this month
- **Custom guidance:** Included in FreePint Subscription at Consulting level
- **Questions?:** Robin Neidorf, Director of Research

robin.neidorf@freepint.com

1-612-978-7991

www.freepint.com

