

Session VI

Techniques For Effective Classroom Presentations



Session Objectives

Given an opportunity to apply basic adult learning theory, using the information provided in the classroom and materials in the manual, participants will be able to:

- Identify disruptive learning and strategies for handling challenging classroom situations.
- Describe effective questioning techniques.
- Describe techniques for successful team teaching.
- Describe proper and improper use of interactive training techniques.
- Explain the purposes of using training aids to conduct effective classroom presentations.

Considerations

1. Eliminate or minimize the behavior.
2. Maintain student's self-esteem.
3. Avoid further disruption to learning.

Three Steps In Identifying Strategies

- Step 1. Identify possible strategies – those you have seen other trainers use as well as those you think would fit the situation.
- Step 2. Evaluate them against the three considerations discussed earlier, eliminating those that do not meet all three conditions.
- Step 3. Select a strategy to use in handling the problem situation.

Three Reasons For Questions

1. Heighten students' involvement.
2. Give the students opportunities to apply the information you have presented.
3. Give you opportunities to evaluate how well the students are grasping the information.

Questioning Techniques

Type #1



Overhead/Undirected

Example: Overhead/Undirected

“Who can tell me what ‘nystagmus’ means?”

Questioning Techniques

Type #2



Pre-Directed

Example: Pre-Directed

“Pete.....How long is the suspect supposed to stand on one foot during the ‘One Leg Stand’ test?”

Questioning Techniques

Type #3



Overhead/Directed

Example: Overhead/Directed

“How reliable is the ‘Walk and Turn’ test?.....Linda?”

Team Teaching

Advantages	Disadvantages
Second instructor – secondary resource Two heads are better than one Shared workload	Varying levels - authority Varying levels - knowledge Individual differences – personality

Proper/Improper Uses Of Interactive Training Techniques

Proper	Improper
Warm ups	To take up time
Gain group's attention	Put down students
Creates involvement	Too complicated
To illustrate	Become focus of training
Break pre-occupation (mental break)	
Reviews	

Enhancing Learning

Repetition

Reinforcement

Association

Senses

Selecting Handout Formats

If You Wish To... Then	Consider Using...	For Example...
Guide students in making decisions.	A decision chart.	This chart is a decision chart.
Provide memory joggers to help students carry out a task.	A checklist.	The General Guidelines Chart is an example.
Provide a means to record information.	A worksheet.	Leave space for notes.

Transparencies/Slides

Advantages

- Add professional touch.
- Easily transported.
- Can use with large audience (over 25).

Transparencies/Slides

Drawbacks

- Light and glare can be tiring if overused.
- Requires special equipment not always readily available.
- Complex charts can overwhelm viewers.