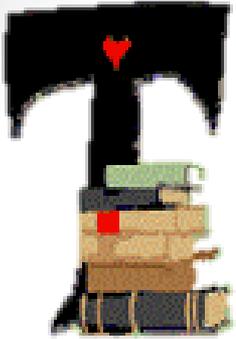


Practical Tips for Formators



How Do You Learn Best?

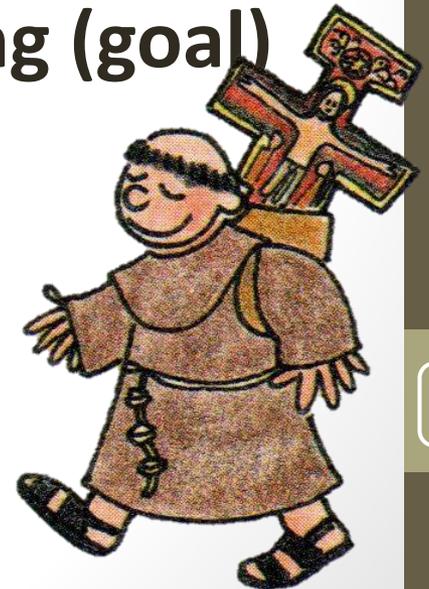


Appealing to Adult Learners

**ADULT LEARNING
CONCEPTS
IN UNDER
THREE MINUTES**

Adult Learning

- **Adults have about a 10-minute attention span.**
- **We have prior knowledge and experience to draw upon.**
- **We like to know where we are going (goal)**
- **We want to know our objective.**
- **We like to offer our opinions**



Adult Learning

- **We like to use what we know**
- **We all have certain learning styles**
- **Many of us like active learning**
- **We like to set the pace, control the process**
- **We like to give and receive feedback**

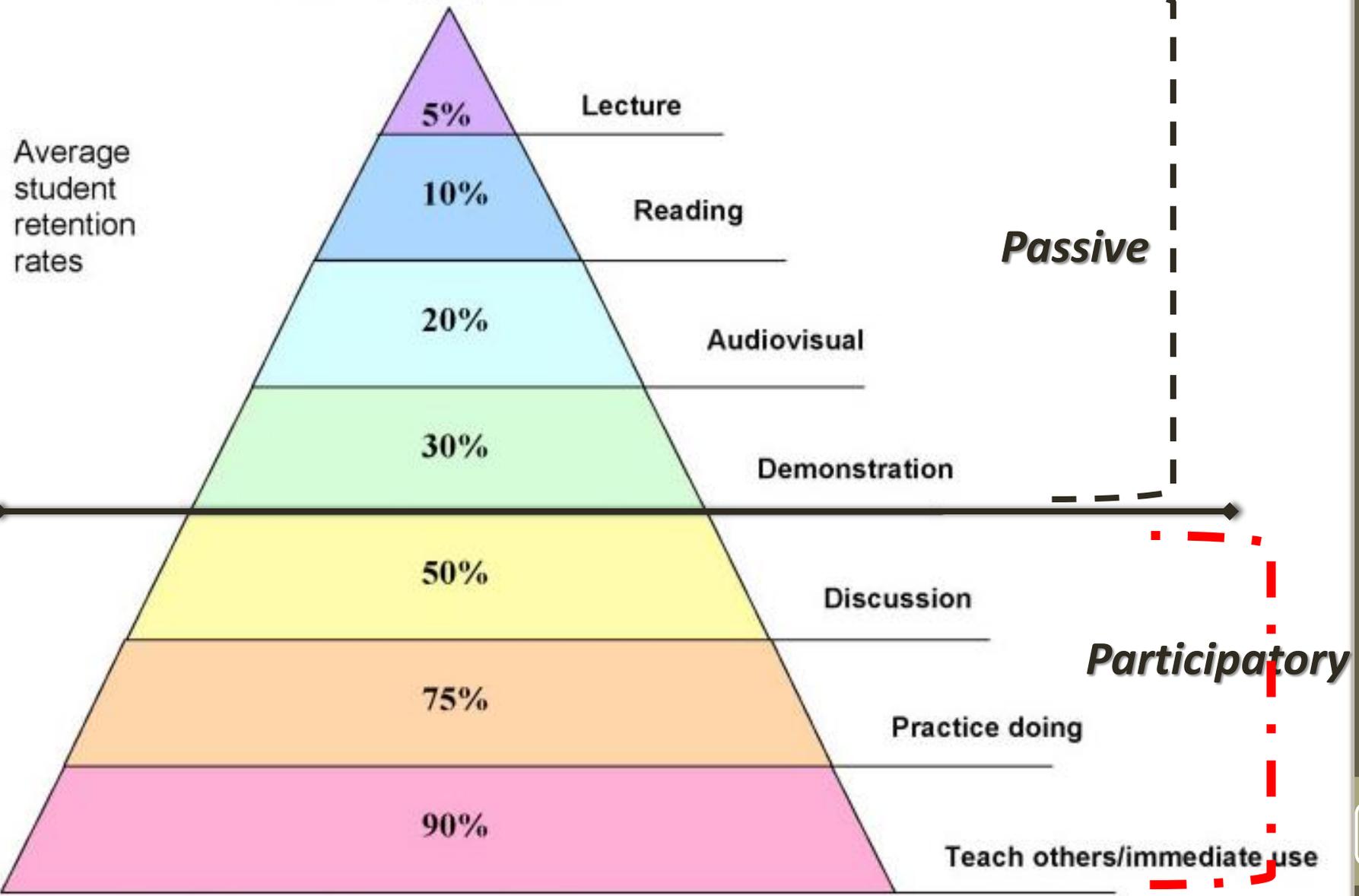


Adult Learning

- **We like to get genuine encouragement**
- **We like to laugh**
- **We're tired from a long day at work!**



Learning Pyramid



Average student retention rates

Passive

Participatory

Source: National Training Laboratories, Bethel, Maine



Let's take a breath...

- **What are some of the ways that adults like to learn?**
- **How can we get adult learners to use what they know?**
- **What are the most effective ways to have people retain what you are teaching?
(Think of the pyramid)**

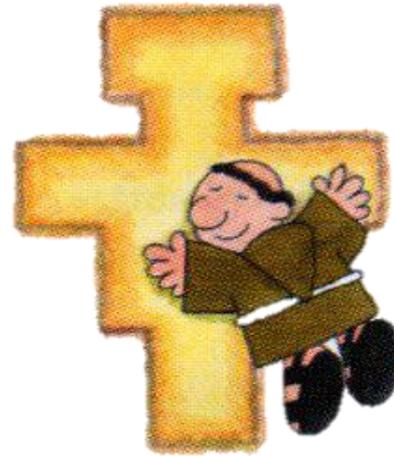


BUT...

I'm Not a Teacher!!

Practical Tips

- **Choose up-to-date materials**
- **Spend time in prayer meditation.**
- **Rely on Team Work!**



Practical Tips



- **PREPARE for your presentations**
- **Use visual aids**
- **Provide Handouts**
- **Use surveys and question cards**
- **Give opportunities for discussion**
- **Break into teams and small groups**

Positive Learning Environment

- **Be patient and allow for “think time”**
- **Recognize all contributions**
- **Provide accommodations for reading levels, hearing, sight, language**



Supportive Environment

- **Create a comfortable climate**
- **Listen carefully and thoughtfully**
- **Encourage questions**
- **Respect all individuals**
- **Welcome feedback**
- **Set clear learning objectives**



RESPECTFUL COMMUNICATION GUIDELINES

As presented by Fr. Eric Law at the 2007 Quinquennial

R = RESPONSIBILITY

E = Use EMPATHIC listening

S = Be SENSITIVE

P = PONDER

E = EXAMINE

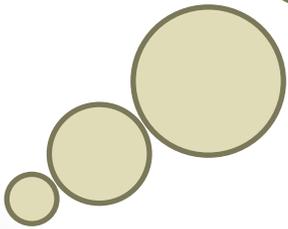
C = CONFIDENTIALITY

T = TRUST





**What is a good
presentation?**



POWERPOINT



- **Good for larger initial formation groups**
- **Continuing Formation**
- **Cluster/Region formation gatherings**
- **Presentations to outside groups (“Come and See”)**

POWERPOINT TIPS

- **Be aware of the lighting.**
 - **Slide background and text color**
- **Font size**
- **Full text should not be on slides**
 - **If you must, be creative with it!**
- **Only use bullet points**
- **Distribute notes sheets**



Wrap-up with questions

- **Add a slide with questions at intervals**
- **Give “think time”**
- **Share with a partner**



Collaboration for Communication



- **Fraternities need good communication skills**
- **Collaborative learning helps adults**
 - **Learn material**
 - **Learn communication skills and good listening skills**
 - **Learn conflict management skills**

Instructor/Facilitator's Role

- **Provide core material**
- **Guide learners to seek information**
- **Set the tone for discussions**



Instructor/Facilitator Presents

- **Instructor presents material in small chunks**
 - **“Lecture”, PowerPoint presentations, collaborative learning “structures”.**
- **Provides materials for “pre-reading”**
- **Provides an audio clip focusing on particular aspects.**
- **Provides a video clip focusing on particular aspects.**

Learners Present

- **Part of a chapter**
- **Present a topic**
- **Personal testimony**
- **Personal journal with sharing**

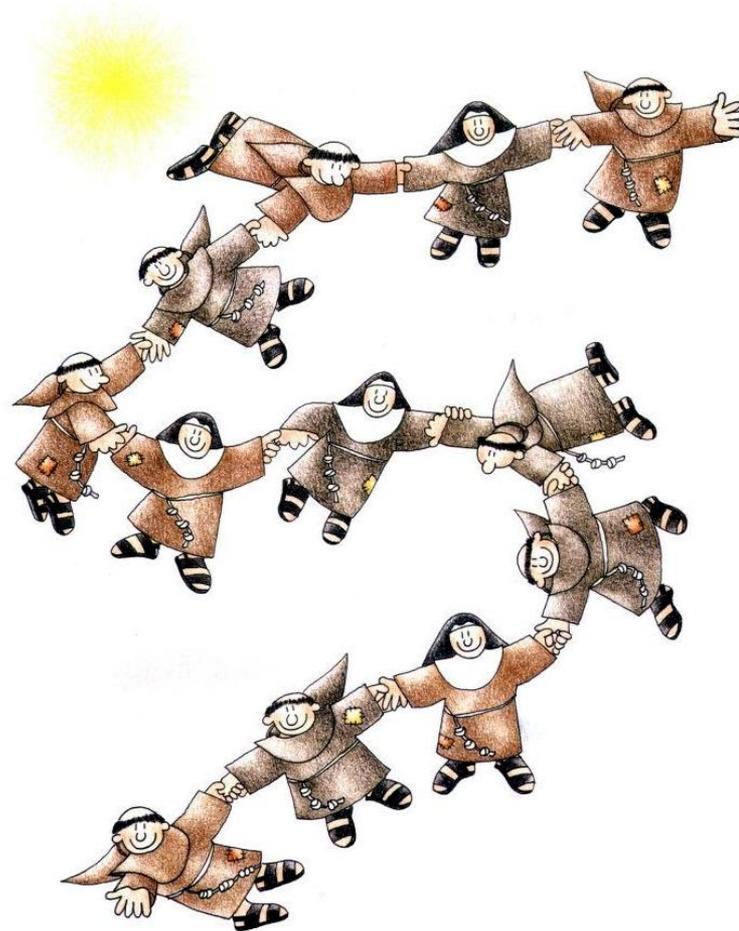


Second half of pyramid

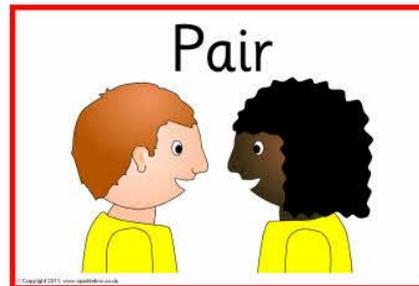
How about some examples?

- **What can you recall about who presents and what sort of things they present to the group?**
- **What are some of the keys to respectful communication?**

COLLABORATION



Think Pair Share



- **Proposal or question**
- **Think time**
- **Pair**
- **Pairs share together**
- **Share with large group**
- **Facilitator directs the group**

Pair Read

- **Partners read**
- **Describe content to each other**
- **Discuss**
- **Decide what to share with large group.**

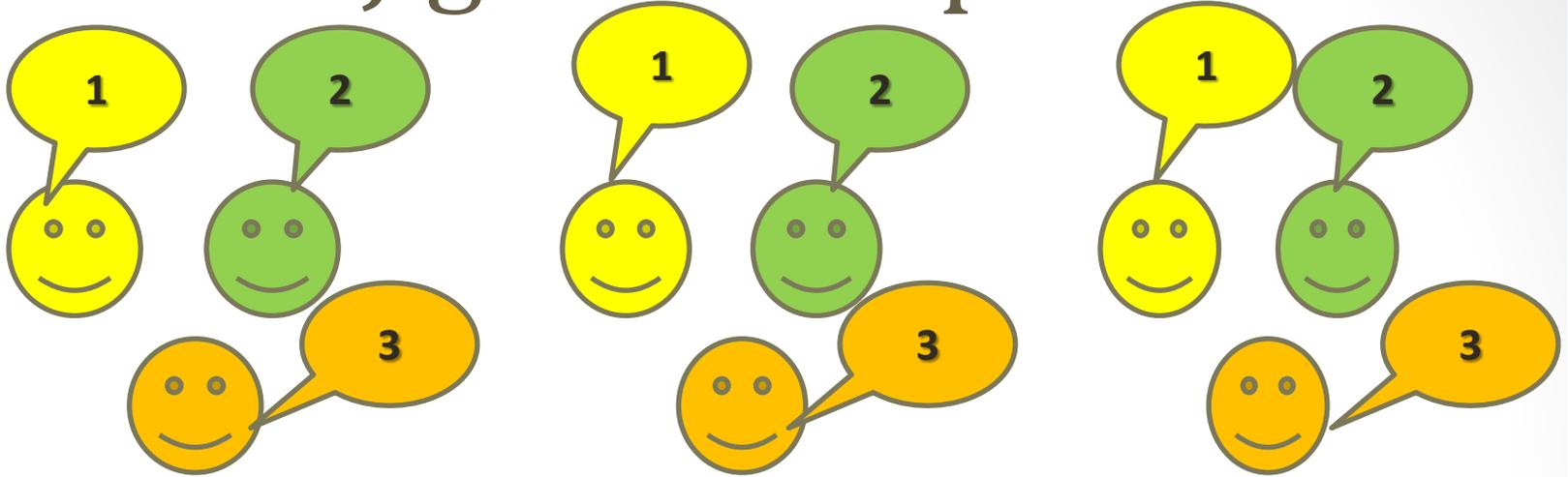


Jigsaw

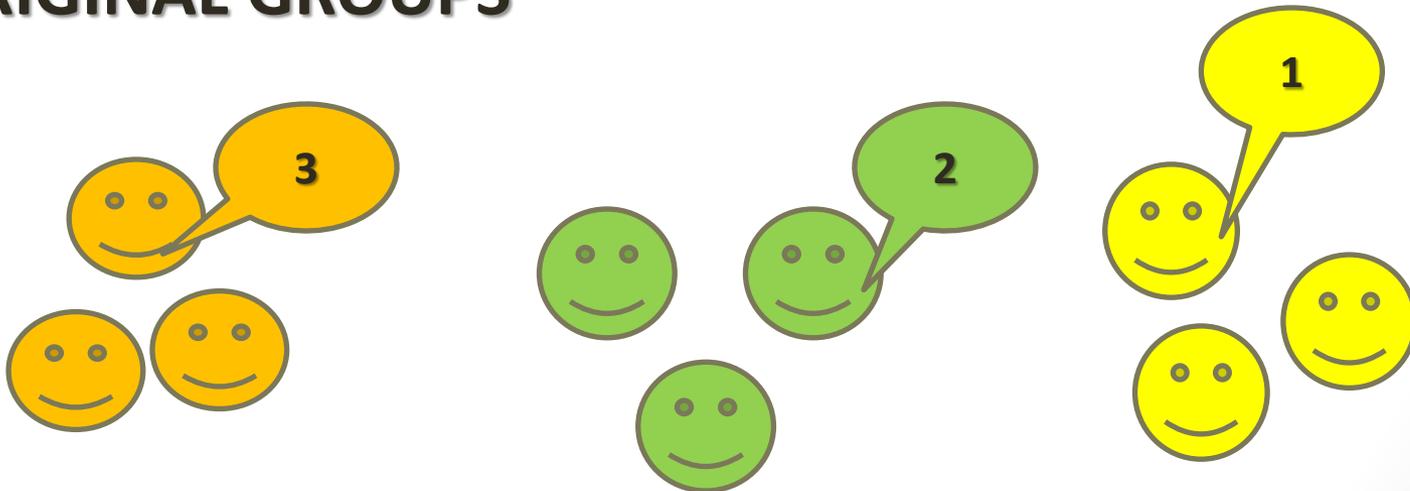
- Teams of three or four
- Material is divided
- Form “expert groups”
- “Expert” returns to his/her team and teaches
- Entire group answers questions



Jigsaw Groups

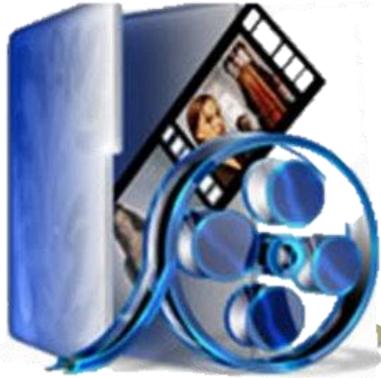


ORIGINAL GROUPS

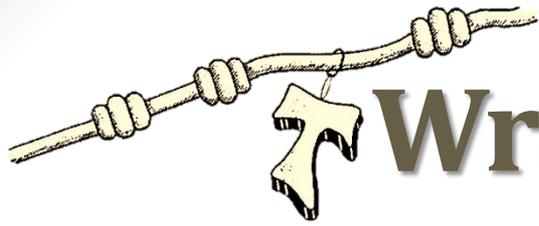


EXPERT GROUPS

Analyze a Video



- **Four most important points**
- **In groups of two or three:**
 - **Discuss**
 - **Choose favorites**
 - **Facilitator relates**



Wrap-up Questions

- **What are some of the benefits of varying the activities used for teaching adults?**
- **What is the role of the facilitator? (How do you get ready?)**
- **What are some ways the facilitator can present material?**
- **What are some ways learners can present material?**

THANK YOU FOR YOUR ATTENTION!

