

INTRODUCTION

Hello Training Facilitator!

This facilitator guide is divided into seven sections. Each is designed to meet the needs of intermediate levels of experience in training facilitation.

Please review each section prior to your facilitation date. This guide is organized as a one-day (or eight-hour) session for introducing the VAK learning styles and how to apply them to your training session(s).

Handouts are included at the beginning of each module and should be distributed prior to the training date.

Each unit begins with an introduction, suggested preparation resources and times. Only the first two modules are foundational and required for the training sessions. The subsequent modules may be presented *ala carte* or separately from the others.

This guide is organized by headings for easy navigation and can be viewed in Adobe Acrobat by clicking WINDOW → SHOW BOOKMARKS.

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Training Manager

UNIT BY UNIT

UNITS	DURATION	NOTES:
1. Opening and Introductions	15 minutes	
2. What are learning styles?	20 minutes	
2a. Learning Styles overview	30minutes	
3. Activity/Debrief	30-45 minutes	
BREAK	15 minutes	
4. Felder-Silverman Learning Style Model	20 minutes	
5. Discovering your learning style	10 minutes	
Debrief: Learning style quiz	10- 15 minutes	
LUNCH	-	
6. Implications of your learning style on your facilitation method	20 minutes	
7. Meeting the needs of your learners	30 minutes	
8. Research Pitfalls	20 minutes	
9. VIDEO	13 minutes	
10. Closing and Reflections	30 minutes	

UNIT OVERVIEW

UNITS	PURPOSE	INTRODUCTORY CONTENT
Unit #1 Opening and Introductions	Unit 1 provides an overview of the day and allows for introductions, a simple pre-assessment, and housekeeping details (i.e., breaks, facilities, etc.)	<ul style="list-style-type: none"> • Introductions • Sessions at a glance • Essential information • Preliminary questions • Pre-assessment • “The Parking Lot” for supplementary or unrelated questions
Unit #2 What are learning styles?	Unit 2 introduces the learners to the history and definitions of learning styles. It also covers the controversial elements of this area of adult education research.	<ul style="list-style-type: none"> • Presents the learning styles • Explores how each are defined • Best practices for teaching/information-delivery • The debate(s) surrounding learning styles
Learning styles overview	This segment of the unit defines each learning style according to peer-reviewed research and explores the implications each has on learning and retention.	
Unit #3 Activity	Unit 3 provides learners an opportunity to “dig deeper” into each learning style and what <i>might</i> appeal to learners with each specific learning modality.	<ul style="list-style-type: none"> • Set up the activity • Divide into small groups • Give instructions (The groups will create a commercial for their assigned learning style) • Explain the time allotted and the debrief process
UNIT #4 Felder- Silverman Learning Style Model	Unit 4 familiarizes participants with <i>the Felder-Silverman Learning Style Model</i> and its implications for learning and retention.	<ul style="list-style-type: none"> • Guide in pondering the approach • Discuss how it corresponds to the VAK learning styles • Techniques for using in facilitation practices
Unit 5-6 The VAK Quiz	Units 5 and 6 allow learners to take the VAK quiz to identify their learning style.	<ul style="list-style-type: none"> • Unpacking the quiz results • Guidelines to facilitate [for] each learning style
Unit 7: Meeting the learners’ needs	Unit 7 assists learners in creating a facilitation plan to meet the needs of each learning style.	<ul style="list-style-type: none"> • Standards for delivery
Unit 8: Pitfalls to avoid	Unit 8 warns against stereotyping learners and supplies some best practices to avoid allowing it to occur.	<ul style="list-style-type: none"> • Eliminating shallow efforts of implementation
Unit 9: Video: Facilitative Leadership	Unit 9 presents a video-guided lesson that culminates the VAK conversation and lays the groundwork for future learning and examination.	<ul style="list-style-type: none"> • VAK explained from another perspective.
Unit 10: Closing and Reflections	Unit 10 provides a review and additional resources to continue the learning.	<ul style="list-style-type: none"> • Recap • Commitment cards • Post-training evaluation



INTRODUCTION

The purpose of the opening and the introduction is to give the participants an overview of the day and what to reasonably expect.

PREPATION AND MATERIALS

- Multimedia
- Writing instruments
- Handouts
- Sticky Notes

TIME

15 minutes

PARTICIPANT HANDOUTS

- Session at a glance
- Agenda
- Essential Questions Sheet
- Pre-assessment

SLIDES

SLIDE 1: Welcome

SLIDE 2: Learning objectives

SLIDE 3: Introduction(s)

SLIDE 4: Questions

SLIDE 5: What you know...now.