

Workshop Outline

Training Program Development Workshop- Series II

Length: 5 days (12.5 hours per day)

Workshop Description:

This workshop focus on developing the lesson plan or instructional design required for the effective training. Participants will discuss and practice creating instructions to make the acquisition of knowledge and skill more efficient, effective and appealing during the training. The process consists broadly of discussing what Training Package Development (TPD) is or instructional design, importance of TPD, process of developing TPD and practice developing the package.

Objectives:

The main objective of the workshop are:

- To introduce the training package development process and the importance of it
- To practice developing lesson plans
- To understand different theories related to the package development and put the theories into practice during the process
- To develop a comprehensive training manual

Participants:

The workshop is oriented towards participants from organization:

- Working in training or capacity development on water, sanitation and hygiene, community development, or health projects
- Motivated to work with trainers providing training on safe water, improved sanitation and proper hygiene
- Currently delivering WASH training and motivated to follow an instructional design for effective learning,

Methods of Instruction:

This online workshop will be held in Zoom platform and includes power point presentation for theory, hands on exercises, and varied discussion types to share experiences. To make the session learner-centered and more participatory, various participatory activities are included such as using Google doc, reactions, brainstorming, room-break for group discussion, experience sharing, polling and feedback collection. There will be opportunities for participants to practice and develop an instructional design for a session of a training.

Content:

Following is a list of topics to be covered in the workshop.

- Importance of Training Package Development for any training
- Intro to Training Package Development
- Training Package Development process
- Introduction to the training package development package

- Theory of change with Kirkpatrick model
- Qualities of effective training
- Detail discussion on each stages of ADDIE model
 - Analyze- what, how, when
 - Design- detail content, learning outcome, flow of key messages
 - Develop- lesson plan, training materials
 - Implement- piloting of thus developed lesson plan and updating if necessary
 - Evaluate- when and how
- Practice/ create new lesson plan while considering above mentioned points

These series of training on Training Package Development (TPD) workshop and is complimented by next series for the comprehensive knowledge on package development.

For Further Detail

Training Centre

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