Exercise #1

Create a Peer Training Plan

In this exercise you will plan how to select peer trainers, prepare and test a training design, recruit learners, and implement a successful training workshop or series to meet your desired training goal and training objectives.

Instructions: (Use Peer Training Scenarios #1-4) Focus on the stated training goal and objectives for your peer training project. Consider the following checklist of questions to arrive at a well thought-out training plan.

1. Who will be the audience for this training? What methods will you use to determine what they need to learn? How wide a range of abilities will there be among the learners?

2. How will you identify potential trainers for this training need? What are you looking for in the trainer(s)? How many? From where in the organization?

3. If the trainer(s) will be working with a subject expert on the training design, what will each bring to the design of this training?

4. How will trainers prepare for their first workshop? What support will be given to new trainers?

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5. What strategies will you use to fill the workshop(s)? How will you articulate the benefit to learners and/or their supervisors?

6. How will learners practice what they've learned after the training is over? What follow-up measures could be built into your plan?

7. How will the success of the training be measured? How will that be used to adjust future training sessions?

8. How will you appreciate and congratulate the peer trainers?

BONUS

How could the training be structured so that the slowest learners gain a solid foundation on which to build, while more advanced learners are challenged? For example, Easy to difficult? Basic to optional? Bonus practice?