Welcome to ASTD's Facilitating for Excellence Certificate Program

Course Overview and Objectives

During this one day workshop you will learn how preparation is the key to successful facilitation and that with proper preparation you can guide a group to an agreed-upon destination or outcome. Facilitation is not about you but about the group and because of the powerful nature of facilitation it is important to have a clear path on how you will guide your group. ASTD experienced facilitators will help get you on the right path. You will learn how to leverage effective questioning techniques, achieve high participation from all group members, understand ways to generate ideas and point your group in the right direction for mutual agreement.

By the end of this workshop, participants will be able to:

- Prepare properly for your facilitation
- Apply effective techniques to engage all participants
- Develop confidence for handling participant disagreements
- Adapt to the various learning preferences in the room
- Facilitate with true confidence

Table of Contents

About the Designers 1
Getting Started: Icebreaker Time 2
Learning Objectives 3
Agenda Overview 3
Topic 1: Opening a Training Session with PUNCH 4
Icebreakers and Energizers 5
Topics 2: Learning Objectives and Facilitation – *What is the Connection?* 7
Topic 3: Adult Learning Principles 9
Mini Activity – What Do You Think? 11
Topic 4: Acknowledging Learning Style Preferences and Methods 12
Mini Activity – Your Own Learning Preferences and Interests 14
Learning Method Categories 16
Mini Activity – It's Not How Much You Say, It's What They Do 17
Topic 5: Preparing Ourselves and the Learners' Environment 20
Preparing to Prevent Nervousness 21
Topic 6: In-Session Facilitator Skills 24
Delivery Techniques 25
Asking and Responding to Questions 27
Managing Participant Behaviors 28
Training/Facilitating Competency Checklist 30

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