

CREATING EFFECTIVE TRAINING PROGRAMS

KATHY KNUTSON, PH.D.

KORNACKI MICROBIOLOGY SOLUTIONS, INC.

OBJECTIVES

- To introduce the concept of adult learning
- To explain the use of surveys:
 - Silver Strong Learning Styles
 - Myers-Briggs
 - Clifton Strengths
 - Career Clusters
 - The 5 Love Languages
- To list techniques for effective delivery of training

ADULT LEARNING

- Adult learning is usually fast-paced.
- Adult learning is task oriented.
- Adult learning is moving away from traditional classroom style to:
 - In-house training
 - Conferences
 - Workshops
 - Online courses
 - Online webinars
 - Software packages
 - Combinations of delivery style

WHO IS THE ADULT LEARNER?

- Think of adult learners who had a bad high school experience.
- The adult learner brings their life experience.
- The adult learner is or is not self-motivated.
- There is a wide spectrum of self-actualization.

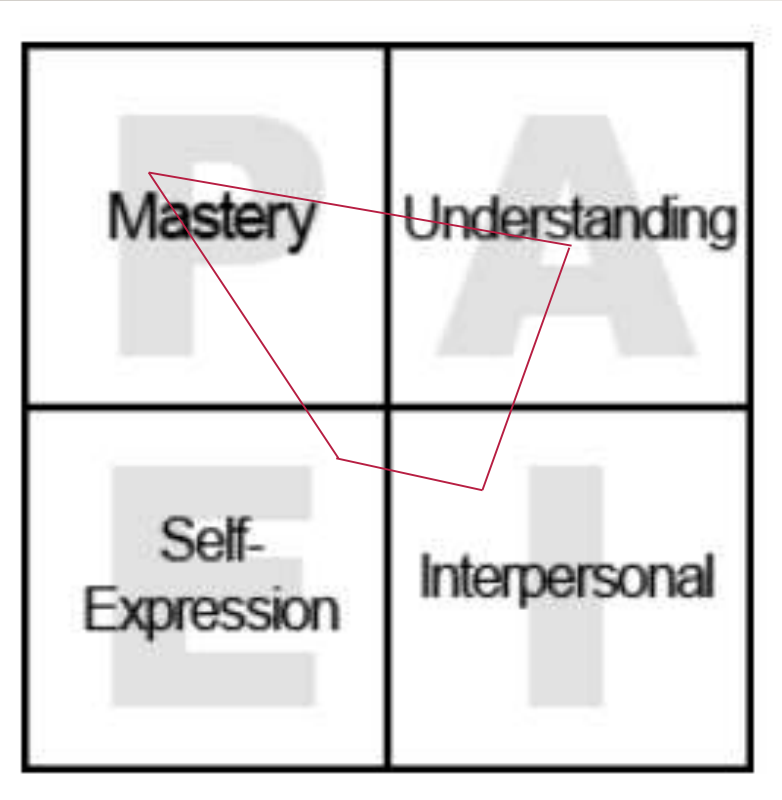
TRADITIONAL LEARNING STYLES

1. Visual
 2. Auditory
 3. Kinesthetic
- Major point for me: *University education is delivered to visual and auditory learners. Technical college education is delivered to kinesthetic learners.*

WHAT'S THE POINT?

- Adults learn best in their preferred learning style
 - When an adult is outside their preferred learning style, learning is more challenging.
- Instructors deliver training in the style in which they learned.
- Surveys can assist adult learners to recognize who they are and focus their efforts.

SILVER STRONG LEARNING STYLES



Silver Strong & Associates
Thoughtful Education Press

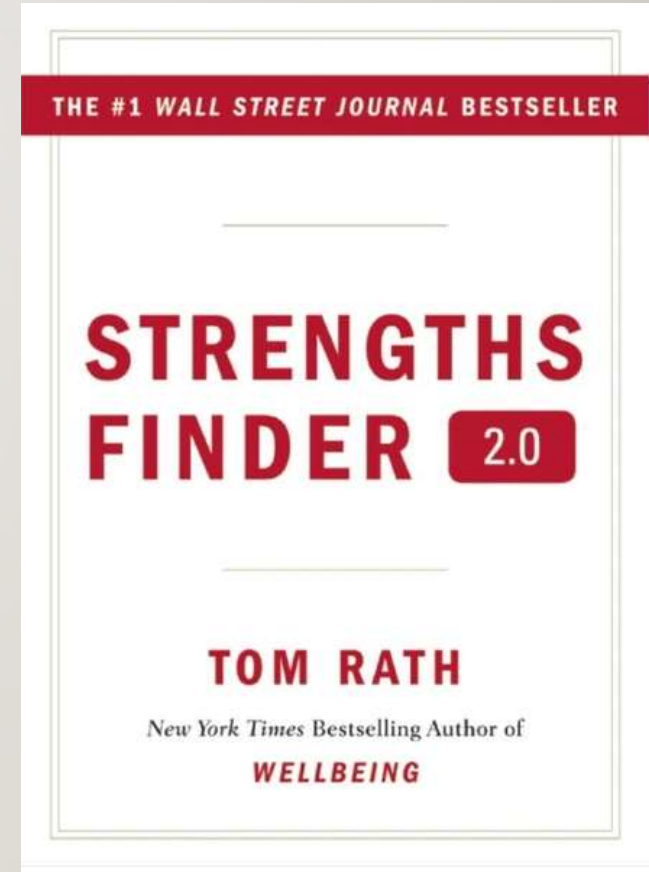
The Thoughtful Classroom

MYERS-BRIGGS

1. Extraversion/Introversion (E/I): How do I get my ENERGY?
 2. Sensing/Intuition (S/N): How do I take in INFORMATION?
 3. Thinking/Feeling (T/F): How do I make DECISIONS?
 4. Judging/Perceiving (J/P): How do I ORGANIZE my world: planned or options open?
- 16 categories: E/ISTJ vs ENFP
 - The Myers & Briggs Foundation: Type and Learning
 - <https://www.myersbriggs.org/type-use-for-everyday-life/type-and-learning/>
 - Major point for me: *The importance of respecting the need for introverts to recharge: being with people is exhausting.*

CLIFTON STRENGTHS

- 34 categories of strengths
 - Regular survey: ranking of top five
 - Executive survey: ranking of all 34 categories
 - Example of results
 - **Achiever**
 - Consistency
 - Harmony
 - Learner
 - **Maximizer**
 - Responsibility
- Major point for me: *Focus on the individual's strengths.*



CAREER CLUSTERS

- Wisconsin Technical College System
- Fourteen Career Clusters



- Website: <https://www.witc.edu/academic-programs/find-your-program/explore-career-options/career-planning-tool>
- Major point for me: *We are in the business of helping our staff reach their potential, and they may be in the wrong job.*

THE 5 LOVE LANGUAGES

- Words of affirmation
- Acts of service
- Quality time
- Physical touch
- Receiving gifts
- Major point for me: *If we are going to excel in our careers, we need to have our relationship needs met too.*

WARNING

- Survey results are very personal.
 - Results can be shared in small groups if there is a great comfort zone or when results are neutral.
 - Never post results.
- Survey results are accurate when the individual agrees with the results.
 - My personal story

EFFECTIVE DELIVERY OF TRAINING

- Engagement of adult learners
 - Why am I here?
 - How does this apply to my work?
 - Are my experience and knowledge valued?
 - Am I comfortable in the learning environment?
- Is the learning style of each learner addressed?
 - It is helpful if the learner knows their preferred learning style.
 - It is helpful if the instructor can provide learning activities among all styles.



TECHNIQUES FOR DELIVERY OF TRAINING

1. Get the learners talking
2. Poll the learners
3. Have learners read definitions or act as scribe
4. Ask the group a question, and wait...
5. Present the option of “pass” when calling on an individual learner
6. Take a few minutes to discuss the information with the adjacent learner
7. Assign learning teams randomly with playing cards
8. Use office supplies: flip chart paper, post it notes, index cards



Kahoot!

Take chances.
Be vulnerable.
Get nutty.

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