



Naval Education and Training Command

**Techniques of Teaching Brief for
Suicide Prevention Training Conference
Wednesday June 23, 2010**

Presented by Mr. Gary Webster



Brief Outline

- Instructor Attributes
- Effective Communication
- Effective Instructor Delivery
- Active Listening
- Questioning Technique
- Trainee Motivation
- Elements of the Lesson Method
- Instructor References



Instructor Attributes

- Appearance
- Enthusiasm
- Honesty
- Dependability
- Verbal Communication
- Subject matter expertise
- Preparation



Purpose of Effective Communication

Purpose of effective communications in a training environment is to ensure students accurately understand the material presented by the instructor.



Choosing the Right Message

- Risk of not being understood
- Alienation of learners
- Loss of desire to learn
- Inclusive language
 - At level of learner
 - Explain acronyms
 - Avoid Jargon/Slang
 - Gender-neutral



Effective Instructor Delivery

- V.E.G.A
 - Voice
 - Eye Contact
 - Gesture
 - Attitude





Verbal Skills

- Articulation
- Grammar
- Rate of Speech
- Pauses
- Inflection
- Force of Speech



Eye Contact

- Use to personalize instruction
- Most influential nonverbal facet
- Communicate feelings
- Use to observe student reactions
- Avoid intimidation



Gestures

- Body Movement
- Facial Expressions



Attitude

- Most important trait
- Will be given away by verbal skills, eye contact, and gesturing
- Can be a positive or negative motivating factor



Managing Nervousness

What Nervousness Looks Like	Strategies for Managing Nervousness
Shifting weight from foot to foot and pacing back and forth or up and back	Move naturally about the classroom. Don't move to/from the same spot over and over.
Talking to the ceiling, floor, notes, or slides	Prepare thoroughly and practice. When you are unsure what to say, your eyes will move away from the students.
Using excessive pause words	Pause words include but are not limited to: "OK," "alright," "like," "uh" and "om" Slow your speech. Pause instead
Losing your train of thought	Don't apologize. Stop talking, check notes, look at students and resume talking
Use of distracting gestures	Practice on using hands only to emphasize points



Listening—An Active Process

- Remain actively engaged
- Acknowledge questions and answers
- Avoid judgment
- Respond to feedback
- Modify instruction based on feedback



Enhancing Student Listening

- Arrange seating effectively
- Use appropriate gestures and expressions
- Redirect questions
- Record student responses





Types of Questions

- Factual Question
- Thought-provoking
- Interest-arousing
- Multiple Answer
- Yes/No
- Leading
- Canvassing





Effective Techniques

5-Step Questioning Technique

?

Ask the Question

||

Pause

**Chief
Jones**

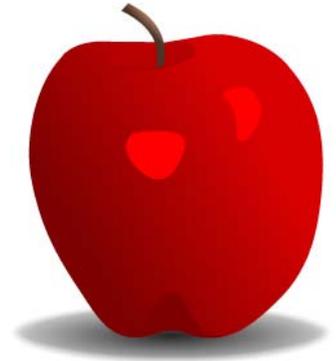
Pick a student by name



Listen and Comment



Emphasize correct answer





Other Questioning Techniques

- Calling on non-volunteer
- Prompting
- Seek clarification
- Reverse
- Redirect
- Refocus



What is Motivation?

- Getting students interested and involved in learning
- Activation, direction, and persistence of specified behavior
- Increase students' desire to learn
- Achieve course objectives



Motivation

- Instructor's role in satisfying students' physical and psychological needs:
 - Safety
 - Temperature of classroom
 - Noise level
 - Self-esteem
 - Sense of belonging to class





Motivation

- Key Principles
 - Needs and Drives
 - Interest
 - Values
 - Attitudes
 - Incentives
 - Achievement

Curiosity **Fame/Prestige**
Threat of Punishment
Usefulness **Interest**
Why Learn It?
Rewards **Requirement**
Satisfaction **Impress Others**
Important



Elements of the Lesson Method

- Introduction
- Presentation
- Review/Summary
- Assignment
- Application





Instructor References

- NAVEDTRA 134A
(Navy Instructor Manual)
- Journeyman Instructor Training course
(JIT) (CIN: A-012-0077)



Summary and Review

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- Effective Communication
- Effective Instructor Delivery
- Active Listening
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Questions

