



Designing Effective Events

by understanding how adults learn

Course designed and presented by:

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Colin has over 15 years practical and training experience in the design and delivery of field days, workshops, training sessions and similar adult education events.

Introduction

Do you organise or present at meetings, field days, workshops, training events, displays or similar activities?

Do you want to learn how to design your events to be enjoyable and to maximise results?

Do you want to give people skills, knowledge, information or help them adopt new ideas or to change their current practices?

Do you want to understand how adults learn in different ways?

Course aims

This **2 day** course will help you:

- ◆ Design a field day, workshop or other activity to put adult learning theory and principles into practice
- ◆ Develop skills, knowledge and confidence to design activities and events that maximise learning
- ◆ Learn tips and tools for effective presentations and workshops
- ◆ Provide you with a framework that helps you design your event that matches process to purpose

Course outline

Adult learning principles –
basic principles for good learning events

Learning styles –
How do I learn best and how does this impact on the events I organise

Learning cycle –
Complete the cycle for a complete learning experience

Perceptual modalities –
what are the different ways we take in information

Reflection tools –
how to help others reflect

Dartboard review –
a simple evaluation tool

Planning Frameworks –
a tool to assist in your planning

Critical thinking about your event –
why are you doing the event and what do you want to achieve?

Designing your field day, workshop or other event –
bringing it all together

Creativity, hooks and 1%ers –
how to make events memorable and enjoyable

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