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

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

- **A**sk the Question
- **P**ause
- **P**ick a student by name
- **L**isten and Comment
- **E**mphasize 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
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

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