

**College for Seniors**  
**SkillTalks**  
**Tuesday, August 22, 9 a.m. – 3 p.m.**  
**at the Reuter Center**

The College for Seniors Committee offers a day-long training and workshop event called SkillTalks. The event will be held on Tuesday, August 22 from 9 a.m. - 3 p.m.

This is an excellent opportunity to enhance your current skills or learn a new one ... and to spend time with other CFS instructors. Lunch is included at SkillTalks and the networking is fabulous! (no charge for either).

**Morning Workshops**

**For Liaisons: Making the Most of the Liaison/Instructor Relationship**

(Presenter: Bobbie Rockwell): This session will focus on the work of Curriculum Committee Liaisons. Their role has expanded in recent years and we will examine those changes, hear from some liaisons who have given special effort to their liaison role, and explore ways to handle unique situations that might occur, both with new instructors and experienced ones.

**Establishing a Hands-On Course: An Instructor's Guide**

(Presenter: Barbara Mueller): This session will enable you to implement a hands-on course: from the beginning concept to the final evaluation. Techniques for designing, presenting, managing a hands-on class will be presented with time at the end for discussion.

**Using Active Listening to Enhance the Learning Climate of Your Classroom**

(Presenter: Esther Pittman): Are you new to active listening or have you learned the basics but don't yet use them with a high degree of comfort and skill? In this interactive session you'll have the opportunity to develop your active listening skills to enhance the learning climate of your classroom.

**Which Presentation Software Works for You?**

(Presenters: Paula Withrow, Gracemarie Warren, Marc Czarnecki): With the many options for presenting slides available today, this workshop will address four of the more popular formats: Keynote, PowerPoint, Google Slides and Prezi. We will demonstrate how the software can be used to enhance your lectures or courses. If you find a style you like and want to learn how to design slides, College for Seniors Instructor Support will provide training during the break between terms.

## **Afternoon Workshops**

### **Up Close and Personal with the Smart Podium**

(Presenter: Leanna Preston): Get an understanding of the features and functions of the Smart Podium to make you more comfortable using it. Included will be projecting your presentation, using other media such as DVD, VHS, audio and the web, and using the microphones.

### **Class Clowns and Other Trouble-makers: Classroom Management Techniques**

(Presenter: Cindy Berryman-Fink): In this interactive session, we will identify the common types of "difficult" participants in College for Seniors courses, across lecture, discussion and hands-on type courses. We will discuss strategies for effectively managing classroom behavior as well ways that instructors should not respond to challenges from participants.

### **Different Strokes for Different Folks: Using Learning/Teaching Styles**

(Presenter: Margaret Davis): Adult learners have a diversity of learning styles. In this workshop you will have a chance to assess your own learning and teaching style and consider how you may need to "stretch" to reach all of the learning styles. We will look at ways of using this information to enhance our classroom presentations.

### **Which Presentation Software Works for You?**

(Presenters: Paula Withrow, Gracemarie Warren, Marc Czarnecki): With the many options for presenting slides available today, this workshop will address four of the more popular formats: Keynote, PowerPoint, Google Slides and Prezi. We will demonstrate how the software can be used to enhance your lectures or courses. If you find a style you like and want to learn how to design slides, College for Seniors Instructor Support will provide training during the break between terms.

To Register and reserve lunch, go here:

<https://goo.gl/forms/UjXxW1RjCXAOP5E2>