February 2018 Training Tip



Green Light Education
A new perspective



The Balancing Act

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As trainers, we need to balance different types of activities: talking, listening, viewing, reading, writing and thinking. Too much of one thing eventually causes people to become distracted and lose focus.
Here are some moments to help you maintain balance in your training room:

- You talk/they talk. To process, understand and remember new information, your participants need to talk as much as you do.
- Listening/processing. After they've listened, people need time to think, connect new material to prior knowledge, or make additional notes.
- Moving/sitting still. Even adults can only sit still for so long before getting uncomfortable and distracted. Plan regular moments in your session where people can get up a move.
- Individual/group work. Both are valuable. Make sure you include solo activities alongside group work.
- Old/new information. People can only take so much new content before their brains get overloaded. Balance new material with reviews of familiar ideas.
- Explaining/remembering. We always take time in the training room to explain new content. We also need to make time to show people how to remember that ideas.

When something changes, it grabs our attention. A correctly balanced learning environment keeps participants engaged longer and makes your content more memorable.

Article of interest this month:

10 Creative Presentation Ideas That Will Inspire Your Audience To Action

https://business.tutsplus.com/tutorials/creative-presentation-ideas--cms-27281

A straight-forward list of 10 things you can do to make sure your presentation is keeping your audience engaged and focused. Which ones are you already doing, and which ones could you try out next time you run a session?