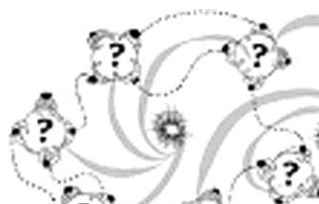



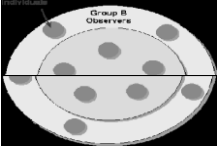


TOT on Learning Facilitation (PEMPAL Project)

Day 1 - Monday 24 January

<p>9:00-10:30</p>	<p>Opening of the course with a café style Course objectives and agenda</p> 
<p>10:30-11:00</p>	<p>Coffee & Tea break</p>
<p>11:00-12:30</p>	<p>The training cycle and the learning cycle: where do we stand?</p> <p>The learning glossary</p>  
<p>12.30-14:00</p>	<p>Lunch break</p>
<p>14:00-15:30</p>	<p>Thinking of your people: who are they, what do they need?</p>
<p>15:30-15:50</p>	<p>Coffee & Tea break</p>
<p>15:50-17:00</p>	<p>Build good working relationships: how to do it? Positive communication, the construction of the 'rapport'</p>

Day 2 - Tuesday 25 January

09:00-10:30	<p>Evaluation of Day 1 How to boost creative learning? Be ready to be inspired</p> 
10:30-11:00	<p>Coffee & Tea break h 10.45 Group Photo</p>
11:00-12:30	<p>Facilitate individual and group learning: what you've always wanted to ask and never could</p> 
12:30-14:00	<p>Lunch break</p>
14:00-17:00	<p>Assessing learning and planning facilitation with an Open Space</p> 