

Employee Growth – Training and Development

90 Minute Session Methodology and Structure

The Whole Thing adopts a 90 minute session methodology and structure for the design, development and delivery of all **Employee Growth** training and development courses.

Ninety minute sessions are researched, trusted and proven building blocks for achieving a practical, sustained and work focused development of the targeted competency. The duration reflects the optimal time for a sustained focus on one topic, achieved by ensuring the participant is actively engaged throughout the session.

The session involves visual, auditory and kinaesthetic (movement) opportunities to meet the needs of all learning participants. The session structure achieves active reflective, theoretical and pragmatic learning – covering all learning styles.

The structure within the 90 minute progresses through the four stages of Accelerated Learning – Prepare, Provide, Practice and Plan.

First the participants are encouraged to get involved and recognize the importance of the topic to them and their roles.

Next the participants are involved in picking up a new approach, skill or behaviour. This could be with direct trainer input but will always involve some sort of interaction to gain understanding and buy-in.

Then the participants have the opportunity to practice the competency in a practical way using role play and other experiential activities.

Finally, to ensure effective transfer of this new learning to the workplace, the participants are actively involved in planning what they will say and do differently back at work.

The 90 Minute Session Plan Format

The table below shows how the learning process is structured through the four key stages of Accelerated Learning in each session.

| Typical time allocation | Learning stage | Focus of this stage |
|-------------------------|-----------------|---|
| 15 mins | PREPARE | To prepare the learners to recognise the importance of the topic for them |
| 30 mins | PROVIDE | To provide an opportunity to pick up a new approach, skill or behaviour |
| 30 mins | PRACTICE | To practice a new approach, skill or behaviour |
| 15 mins | PLAN | To plan how to transfer learning into the workplace |

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