

Delivery Tips

1. At the beginning of the semester, give your students an overall picture of the course so they can see how each session relates to the objectives of the class. Do the same at the beginning of each lesson, to demonstrate how each activity meets the session's goals.
2. Make students active participants often. Activities that are interactive and engaging help students to remember what they've done much more than just lecture or demonstration.
3. If material is difficult or complex, provide a lesson that teaches the material in small steps. One way of approaching this is to incorporate practice into the lesson, by facilitating activities that give students a chance to try out or apply new skills or knowledge. Then provide feedback to the student that emphasizes the positive, but doesn't avoid weaknesses.
4. For students to feel comfortable asking questions, making comments, and practicing their new skills or knowledge, establish a positive, supportive climate.
5. Personal situations are practical examples for which students can apply and transfer what they learn. Help students recall previous experiences.
6. To provide variety in the classroom and accommodate different learning styles, use various teaching techniques.
7. Prior knowledge should be built upon. Help students recall this knowledge.
8. Know your audience. What is the age range of the students in your class? What are they doing during class breaks and what are they talking about with their peers? This may provide additional insight into teaching techniques.
9. Repeat key points.
10. Timing is critical for lessons. Have in mind additional material that can be utilized if you have extra time during the session, and also have in mind material that can be left out if time runs short.
11. Be yourself. Relax.

Adapted from A few tips for delivery. (1993). *Instructional Skills Workshop: Handbook for Participants*. Training and Technology and the Centre for Curriculum and Professional Development, Ministry of Advanced Education, Province of British Columbia.

Being a effective facilitator. (n.d.) College Survival, Inc.