

## Justice Institute of British Columbia COURSE OUTLINE

<b>Course Code:</b>	ID110
<b>Course Title:</b>	Instructional Skills, Level 1
<b>Prerequisite Courses:</b>	None
<b>Sponsoring Division:</b>	Community and Social Justice Division (Centre for Leadership)
<b>Previous Course Code &amp; Title:</b>	
<b>Course Effective Date:</b>	2000

<b># of Credits:</b>	1.0
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### Course Description:

Whether you are an instructor or trainer who is new to delivering training as part of your overall job or want to strengthen your skill level, this course is for you. Learn about characteristics of adult learners, ways of creating and maintaining a positive learning environment, giving and receiving feedback, reflective practice, characteristics of a motivating instructor, instructional styles and techniques, and instructional challenges. Participants will be required to prepare and deliver short instructional sessions. Enrolment is limited to a maximum of 12.

### Course Goal(s):

At the end of this 2 day (14 hour) course, the learner will be able to describe and apply basic instructional techniques to deliver effective learning programs.

### Course Learning Objectives:

Upon successful completion of this course, the learner will be able to:

- Identify lesson basics and apply these in planning and presenting group instruction
- Identify basic instructional techniques (lecture, demonstration, questioning, groups)
- Identify factors in selecting instructional techniques
- Identify presentation delivery basics and physical needs
- Give and receive effective feedback on practice lessons
- Identify characteristics of adult learners
- Identify characteristics of motivating instructors
- Use basic audiovisual equipment (overhead, flip chart, board)

- Describe common training challenges and strategies for dealing with them.
- Reflect on their teaching/training practice
- Deliver 2 mini-lessons

**Course Topics/Content:**

- Basic Instructional techniques
- Presentation delivery basics and physical needs
- Giving and receiving feedback
- Characteristics of adult learners
- Characteristics of motivating instructors
- Planning and delivering lessons using lesson basics
- Basic audiovisual equipment
- Common training challenges and strategies for dealing with them
- Deliver two mini-lessons

**Text and Resource Materials:**

Use APA style; specify chapters where applicable. ([APA Style Guidelines](#))

**Required:** Renner, P. (2005) *The Art of Teaching Adults (10 Anniversary Ed.)*. Vancouver, BC, Training Associates, Ltd.

**Recommended:**

**Course Level:**

	First Year		Second Year		Third Year		Fourth Year
x	Other (describe): Professional Path						

**Equivalent Course(s) within the JIBC:** None

**Class Delivery Methods:**

Delivery Methods	Class Option A (Hours)	Class Option B (Hours)	Class Option C (Hours)	Class Option D (Hours)
Classroom/Lecture/Discussion	7			
Simulation/Lab	7			
Practicum/Fieldwork				
Online				
Correspondence				
<b>Total Class Hours</b>	14			

**Comments on Delivery Methods:**

This course is participatory in nature and includes short lectures, small and large group work, skills practice, and short instructional sessions. Participants must come prepared to deliver two 5-10 minute instructional sessions over the course of the two days.

**Related Program(s):**

This is the first required course in the Instructor Development Certificate.

**Credit Transfer exists at:**

Please contact the Centre for Leadership Program Coordinator for more information.

**Course Grading System:**

*Check the system that applies to this course:*

<input type="checkbox"/>	Letter Grades	<input type="checkbox"/>	Percentage	<input type="checkbox"/>	Pass/Fail	<input type="checkbox"/>	x	<input type="checkbox"/>	Credit/No Credit
<input type="checkbox"/>	Complete/Incomplete	<input type="checkbox"/>	Attendance Only	<input type="checkbox"/>	Not Applicable				

<b>Passing Grade:</b>	Credit Granted
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*JIBC Standard Grading Scale for Letter, Grade Point and % Grades:*

Letter Grade	Grade Points	% Range	Letter Grade	Grade Points	% Range
A+	4.33	90-100	C+	2.33	64-67
A	4.00	85-89	C	2.00	60-63
A-	3.67	80-84			
B+	3.33	76-79	C-	1.67	56-59
B	3.00	72-75	D	1.00	50-55
B-	2.67	68-71	F	0.00	0-49

**Evaluation Activities and Weighing:** (complete the %'s which apply – total must equal 100%)

Final Exam	%	Assignments	%	Project	%	Capstone Project	%
Midterm Exam	%	Portfolio	%	Participation	100%	Other	%
Quizzes/Test	%	Simulations	%	Practicum	%	TOTAL	100%

**Comments on Evaluation:** You must attend the full course to receive credit.

**Other Course Guidelines, Procedures and Comments:** None

**View the Justice Institute of BC Policies listed below at:**

<http://www.jibc.bc.ca/studentServices/main/AcademicServices/policies.htm>

Access Policy  
Harassment Policy  
Prior Learning Assessment Policy  
Student Code of Conduct

Academic Appeals Policy  
Intellectual Property Rights Policy  
Research on Human Subjects: Ethics  
Student Records