

## MASTER your Training Design

When you have agreed the content of a workshop, the next stage is to structure it. Using accelerated learning principles and brain-friendly learning techniques will help you to create a workshop that is engaging, flows well, memorable and practical. Following the MASTER structure also ensures that the event works with the brain (and attention spans!) to improve outcomes.



### MINDSET

- Start with a context or 'big picture'
- Give learners the opportunity to identify the benefits they will get from completing the learning
- Make sure you gain and retain interest



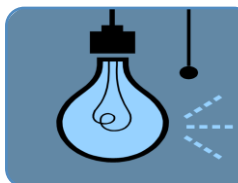
### ACQUIRE THE FACTS

- Provide new information, or present existing knowledge/skills in a new light
- Include models, theories, examples and stories - make sure people are informed about the principles and concepts



### SEARCH FOR THE MEANING

- Provide opportunities for the information presented to be discussed and explored
- Build on ideas and concepts already introduced
- Give people the opportunity to learn from their own and others' experience
- This is a great place to include discussion or flipchar/post-it note exercises



### TRIGGER THE MEMORY

- Include elements that bring together key learning points in a memorable way
- Case studies work well here, as well as more practical or lively group activities (games)... as long as they are properly debriefed



### EXHIBIT THE LEARNING

- Make sure that people have the opportunity to practice new skills and test new knowledge
- Practice and role play are a great way to do this for skills based training.
- They should be able to leave the event being able to do something that they couldn't before



### REFLECT

- Build in time at the end for group and personal reflection
- Make sure learners are able to see how they will apply what they have learned when they return to work. Help them to 'join the dots'.