

Institute Schedule

The following suggested schedule is based on:

- A four-day institute with all final projects being presented on the final day
- Approximately twenty learners as participants

Day One:

Session	Time required	Begin	End
Course Introduction	1:30	8:00 am	9:30 am
Break	:15	9:30 am	9:45 am
Presentation Skills (Part 1)	2:15	9:45 am	12 noon
Lunch	1:00	12 noon	1 pm
Presentation Skills (Part 2)	1:15	1 pm	2:15 pm
Break	:15	2:15 pm	2:30 pm
Visual Aids	1:30	2:30 pm	4:00 pm
(Homework)	---	---	---

Day Two:

Session	Time required	Begin	End
Homework Presentation	2:00	8:00 am	10:00 am
Break	:15	10:00 am	10:15 am
Adult Learning Characteristics	1:30	10:15am	11:45 am
Lunch	1:00	11:45 am	12:45 pm
Interactive Learning	2:15	12:45 pm	3:00 pm
Break	:15	3:00 pm	3:15 pm
Lesson Design	1:30	3:15 pm	4:45 pm
(Homework)	---	---	---

Day Three:

Session	Time required	Begin	End
Training Session Management	2:00	8:00 am	10:00 am
Break	:15	10:00 am	10:15 am
Evaluation Overview	:45	10:15am	11:00 am
Final Project Preparation	--	--	--

Day Four:

Session	Time required	Begin	End
Final Project Presentations	2:00	8:00 am	10:00 am
Break	:15	10:00 am	10:15 am
Final Project Presentations	2:00	10:15am	12:15 pm
Lunch	:45	12:15 pm	1:00 pm
Program Wrap Up	1:00	1:00 pm	2:00 pm