

COURSE TITLE

INSTRUCTIONAL TECHNIQUES AND METHODS SYLLABUS

(SEE NOTES BELOW FOR IMPORTANT INFORMATION)

APPLICABLE ABA GROUPS OR EQUIPMENT TYPES

(PLEASE SEE [HTTP://WWW.TRAIN-A-LIFT.CO.UK/ABA-WORKPLACE-TRANSPORT-GROUPS/](http://www.train-a-lift.co.uk/aba-workplace-transport-groups/) FOR FURTHER INFORMATION ON ABA GROUPS.)

ANY NON-FORKLIFT EQUIPMENT.

ACCREDITING BODY



COURSE DURATION AND CAPACITY (1 DAY = 7.5 HOURS)

Number of Attendees			4	3	2	1
Novice Length (hours)	-	-	37.5	37.5	37.5	37.5
Experienced Course Length (hours)	-	-	37.5	37.5	37.5	37.5
Safety Refresher Course Length (hours)	-	-	22.5	22.5	22.5	22.5

CONVERSIONS ARE POSSIBLE FOR DELEGATES WITH APPROPRIATE EXISTING CERTIFICATION FOR THE FOLLOWING EQUIPMENT TYPES:

- None
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NOTES

Testing of trainees is not permitted after completion of an ITM course. Delegates wishing to test their trainees must complete a full 10-day ITSSAR Category 1 Instructor Examiner course.

COURSE OBJECTIVES

To train selected delegates in the instructional techniques and methods required for the successful instruction and training of personnel on various applications and equipment for which training by a qualified instructor may be required. The course is ideally suited for instructors required to train (but not test) on pedestrian operated lift trucks, hydraulic lorry loaders, overhead cranes and slinging.

COURSE CONTENTS (THEORY)

COURSE CONTENTS (PRACTICAL)

- Role of the Instructor
- Learning (Incentives & Methods)
- Principles of Instruction
- Simple Task Analysis
- Lesson Types & Structure
- Lesson Plans (Preparation & Use)
- Demonstrations (planning & Preparation)
- Practical lessons (Planning / Preparation / Presentation)
- The Classroom Lesson (Question & Answer Sessions)
- Training Aids (Selection, Preparation & Use)
- Course Programmes & Syllabi
- Assessments & Skill testing
- Course records & report Writing
- Certification & Authorisation to Operate
- Safety (The Role of the Instructor)

- Simple Task Analysis
- The Classroom Lesson (Question & Answer Sessions)
- Training Aids (Selection, Preparation & Use)
- Course Programmes & Syllabi
- Assessments & Skill testing
- Course records & report Writing
- Certification & Authorisation to Operate
- Guided Preparation of Delegate Practice Lessons
- Presentation and Critiques of Practice Lessons
- Progressive Continuous Assessment by Course Tutor

COURSE DOCUMENTATION

Addition to ITSSAR National Register of Instructors