MONDAY

9:00 – 9:45  Welcome -

- Purpose of Train-the-Trainer Program – re-state/add to goals listed on the introduction power point.
- Introductions
- Explanation of week’s agenda

9:45 – 12:30  Review –

- Identification of training problems
- Good and Bad Educational Experiences
- Qualities of a good Instructor/Facilitator

12:30 – 1:30  Lunch

1:30 – 3:00  Techniques of Learner Centered Education -

- Train-the-Trainer Manual, pages 5 - 9
- Do’s & Don’ts page 22 & 23
- Co-facilitation pointers, pages 18 & 19

3:00 – 5:00  Random Word/Passion Word Exercise / Random Picture
**TUESDAY**

8:30 – 10:30  DOT Toolbox  

10:30 – 12:30 Toolbox assignments and preparation time  

12:30 – 1:30  Lunch  

1:30 – 5:00  Presentations of Toolbox modules –  

**WEDNESDAY**

8:30 – 11:00  How to read the 49 CFR & Shipping Papers –  

11:00 – 12:30 DOT ERG Book / Placards / ERG Small Group Activity  

12:30 – 1:30  Lunch  

1:30 – 2:45  GHS – (HAZCOM) – DOT Labels / Markings  

2:45 – 4:00  NIOSH Pocket Guide / New Jersey Fact Sheet / SDS  

4:00 – 5:00  DOT / OSHA Webpage  

**THURSDAY**

8:30 – 10:30  Toxicology / Radiation  

10:30 – 10:45  Break  

10:45 – 12:00  49 CFR Standard for Training and Security  

12:00 – 1:00  Lunch  

1:00 – 3:00  Ka hoot / Apps / Other Technologies  

3:00 – 5:00  Prep for Role Play
FRIDAY

8:30 – 12:00  Role Play –

  • Guidelines for creating Role Plays, page 20 & 27
  
  • Choose an issue related to health and safety that is emotional
  
  • Develop discussion question to ask after the Role Play

  • Preparation, Presentations and follow-up

2:00 – 1:00  Lunch

1:00 – 2:00  Program evaluation and recommendations –