

Strengths and Weaknesses of Training Methods

Adapted from: <http://ss.uno.edu/SS/TeachDevel/TeachTech/ComTeachMeth.html>

Teaching Method	Strengths	Limitations	Preparation
Lecture	<ul style="list-style-type: none"> • presents the facts in a direct, logical manner • useful for large groups • useful for short presentations when time is limited 	<ul style="list-style-type: none"> • experts are not always good teachers • does not encourage interaction and audience is passive • learning is difficult to assess 	<ul style="list-style-type: none"> • check facts • prepare clear introduction and summary • create examples, anecdotes, graphics • practice presentation
Lecture with Discussion	<ul style="list-style-type: none"> • involves audience in the lecture • audience can question, clarify and challenge the information that is given 	<ul style="list-style-type: none"> • discussion may be short due to time limits • quality is determined by quality of questions and discussion 	<ul style="list-style-type: none"> • prepare questions for discussion • practice facilitating discussion
Panel of Experts	<ul style="list-style-type: none"> • allows experts to present different opinions • can provoke better discussion than a one person presentation • frequent change of speaker holds participants' attention 	<ul style="list-style-type: none"> • experts may not be good speakers/ may not hold participants' attention • famous personalities may overshadow content • information may not be presented in a logical order 	<ul style="list-style-type: none"> • select and invite panel members • prepare panel members for the topic of discussion and objectives • introduce panel members • facilitate discussion
Brainstorm	<ul style="list-style-type: none"> • allows creative thinking around new ideas • encourages participation • draws on group's knowledge and experience • one idea can inspire other ideas 	<ul style="list-style-type: none"> • can be unfocused • may be difficult for participants to think creatively • criticism may occur if not facilitated well 	<ul style="list-style-type: none"> • Set time limit (e.g. 5 to 7 minutes) • Select an issue • prepare ideas as examples for the group practice facilitation
Videotapes/ Slides	<ul style="list-style-type: none"> • entertaining way of presenting information • keeps participants' attention • stimulates discussion 	<ul style="list-style-type: none"> • is only effective if followed by meaningful discussion • requires equipment and electricity 	<ul style="list-style-type: none"> • set up equipment and check that everything works before the presentation • prepare discussion questions
Discussion	<ul style="list-style-type: none"> • pools ideas and experiences from group • effective way to analyze a presentation, film or experience • allows everyone to participate 	<ul style="list-style-type: none"> • difficult with more than 25 people • a few people may control discussion and others may not participate • is time consuming and can be difficult to keep participants focused 	<ul style="list-style-type: none"> • prepare questions to guide discussion • practice facilitation

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Small Group Discussion	<ul style="list-style-type: none"> allows everyone to participate people are often more comfortable speaking in small groups can reach group consensus 	<ul style="list-style-type: none"> Takes time to organize the groups and allow them to report back groups may lose focus most effective if there is a facilitator with each group 	<ul style="list-style-type: none"> prepare specific tasks or questions for each group to answer find additional facilitators practice facilitating
Case Studies	<ul style="list-style-type: none"> develops analytic and problem solving skills allows for exploration of solutions for complex issues allows participants to apply new knowledge and skills 	<ul style="list-style-type: none"> people may not see relevance of the study to their own situation insufficient information can lead to inappropriate solutions or responses 	<ul style="list-style-type: none"> prepare case study and questions for discussion
Role Plays	<ul style="list-style-type: none"> introduces problem situation dramatically provides opportunity for people to assume roles of others and understand another point of view allows for exploration of solutions provides opportunity to practice skills 	<ul style="list-style-type: none"> people may be too self-conscious to participate difficult for large groups people may feel threatened or uncomfortable can take a lot of time 	<ul style="list-style-type: none"> prepare situations and roles prepare clear instructions and time limits prepare props for role plays
Report-Back Sessions	<ul style="list-style-type: none"> allows participants to hear about and reflect on each group's discussion and conclusions opportunity to practice new skills each group takes responsibility for itself 	<ul style="list-style-type: none"> can be repetitive if each group says the same thing can take a lot of time 	<ul style="list-style-type: none"> prepare questions for groups to discuss prepare clear instructions and time limits
Worksheet/ Surveys	<ul style="list-style-type: none"> helps to engage people who are not comfortable talking in groups allows people to think for themselves without being influenced by others individual thoughts can be shared in large group 	<ul style="list-style-type: none"> requires more materials (one worksheet per person) is not interactive 	<ul style="list-style-type: none"> prepare handouts and make copies make sure that worksheet questions are clear prepare clear instructions
Guest Speaker	<ul style="list-style-type: none"> personalizes topic reduces audience's stereotypes opportunity to raise questions to an expert information given may be seen as more credible 	<ul style="list-style-type: none"> guest speaker may not be a good speaker cannot control what the speaker presents 	<ul style="list-style-type: none"> select and invite speaker prepare speaker for topic of discussion and objectives introduce speaker

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Values Clarification Exercise	<ul style="list-style-type: none"> • opportunity to explore personal values and beliefs • allows participants to discuss values in a safe environment • gives structure to discussion 	<ul style="list-style-type: none"> • people may not be honest in their responses • people may be too self-conscious to share true feelings • may generate unwanted conflict 	<ul style="list-style-type: none"> • carefully prepare questions • give clear instructions • prepare follow-up discussion questions
Mapping	<ul style="list-style-type: none"> • presents a new perspective • is a visual way to present and discuss information 	<ul style="list-style-type: none"> • takes time and requires clear direction • difficult with large groups • participants will lose focus if it is not facilitated well 	<ul style="list-style-type: none"> • gather materials • prepare clear instructions • prepare questions for discussion
E-learning & Distance Learning	<ul style="list-style-type: none"> • flexible schedule – participants can work when they want • overcomes geographic barriers • can offer latest, state of the art education 	<ul style="list-style-type: none"> • Requires computer and access to internet • Limited interaction with teacher/facilitator 	<ul style="list-style-type: none"> • Prepare content • Prepare PowerPoint slides or presentations • Upload content to website • Check that all links are active and correct • Facilitate discussions
Interactive Radio Instruction	<ul style="list-style-type: none"> • Can reach high numbers • Low cost 	<ul style="list-style-type: none"> • Requires access to radio and electricity/batteries • Quality is dependent on skills of facilitator 	<ul style="list-style-type: none"> • Prepare stories or content of radio program • Prepare discussion questions for facilitators • Train facilitators