

# PA Training Day December 2019

## Learning Objectives

- Why do group engagements?
- How do plan these?
- What can you use?
- How will it look?

Mobiles at the ready!

What puts you off doing groupwork?

**Reasons may include:**

- **Not really my job**
- **Makes me nervous**
- **What would I do?**
- **What would I use?**
- **Don't have the time**

**What about these:**

- **Skills Development**
- **Practise makes perfect**
- **Organise something for 50mins**
- **Lots of resources – recycle!**

Other staff can help, advise, check and make suggestions

# Food for thought

## The unknowns

What's the set up like?

Will the IT work?

Behaviour

Group dynamics

Will they engage?

Run out of time?

## Surprise yourself

Have loads of experience

Have loads of knowledge

Have stories

Have advice

Have activities

Have the Kahoot!

Here's the recipe!

Tell them what you are going to do

Do it

Ask them did they understand

Ingredients: good preparation, relevant materials,  
well-rehearsed, a Plan B and above all, **BE CONFIDENT!**

So, you are going to need...

- A structure
- A message
- An approach
- A flexible approach!
- A range of materials
- A legacy

What have you seen that you liked, used that you like, like to use?

Basic structure

What is the problem/question?

You have the answer

Going to show them how to do this

Practise together

Try it!

Review

Resources – apart from the obvious!

[Classtools](#)

Buzz [online](#)

Career Essentials

Speech to text – iphone/ipad (links to cue prompter)

Personal statement [generator](#)

[Blockbusters](#)

Cue [prompter](#)

[Kahoot](#)

[Plickers](#)