



Recipe for Successful Group Education



Be Prepared and Organized

- Arrange the classroom.
- Check lights, noise, temperature, etc.
- Get all props ready.
- Review the lesson plan and background information so you “know your stuff”.
- Practice.



Find Out the Needs of the Group

- Ask key questions that tell you about the group's knowledge level and interests.
- Focus on the needs of the learner, not the message.



Use Good Communication Skills

- Establish a relationship with the group – make eye contact, introduce yourself, and SMILE!
- Present a positive image – be aware of your appearance, body language, and voice projection.
- Look at and talk with the group.
- Welcome every attempt to communicate.
- Keep things simple and direct.
- Avoid jargon.
- Always show respect – be patient and tactful, and encourage safety.
- Reinforce the good and emphasize the benefits of change.
- Provide plenty of positive feedback.



Tailor Your Session

- Start by telling the group what you are going to do.
- Encourage participation and sharing among group members.
- Use personal experiences, stories, and examples to make your point.
- Be ready to change gears to meet the group's needs.
- View problems as challenges and opportunities to succeed.



Involve the Learners

- Involve the learners from the very beginning.
- “Model” the action you want the learners to take.
- Include activities that encourage practice of “real-life” situations.
- Encourage discussion.
- Demonstrate new ideas so the learners can “see” what you mean.
- Address different learning styles.
- Use open-ended questions.



Allow Time for Practice

- Find ways to give the group a chance to “try out” new skills.
- Provide fun exercises where everyone succeeds!
- Have the learners choose one or two new things to try at home.



Summarize Key Points

- Ask the group to review the key points in their own words.
- Summarize the points – keep it simple and short.
- Allow time for questions.



Have Fun!

***“The goal isn’t for the learner to leave thinking that you are brilliant,
but in knowing that they are.”***