

EFFECTIVE LESSON PLANNING & DELIVERY

24 - 25 April 2017

4 - 5 September 2017

4 - 5 December 2017

BACKGROUND

Teachers in classrooms need to be provided with adequate skills to deliver their lessons effectively. The manner in which lessons are delivered will influence students' overall performance in their subject. Effective use of teaching resources and different approaches will help enhance the quality of lessons. Furthermore, well delivered lessons will also be reflected in students' test performance.

LEARNING OUTCOMES

At the end of programme, participants will be able to:

- Plan their lessons to meet the learning outcomes effectively
- Apply appropriate teaching techniques to keep the students engaged in their lessons
- Evaluate the effectiveness of their lesson plans and the delivery of the lessons

WHO MAY ATTEND

For lecturers, teachers, trainers, and administrators in educational institutions who are directly or indirectly involved in the teaching and learning environment.

DURATION

9.00 am – 5.00 pm on Two (2) days

CONTENTS

Section 1 Being an Effective Teacher

Section 2 The Importance of Planning

- Good planning vs no/poor planning
- Planning a course

Section 3 Lesson Plans

- Why lesson plans?
- Format of a lesson plan
- Factors to be considered when writing a lesson plan
- Writing lesson objectives (Using Bloom's Taxonomy)
- Writing lesson plans
- Evaluating lesson plans

Section 4 Keeping Students Engaged

- Verbal and non-verbal communication
- Enthusiasm
- Humour
- Creativity

Section 5 Teaching and Delivery Techniques

- Set induction
- Direct teaching
- Using instructional aids

- Questioning and responding to students
- Self reflection

Section 6 Hand-on Delivery of Lesson Plan

FACILITATOR

Dr Oo Pou San obtained his PhD in Education from the University of Exeter, UK, and is a key facilitator of The Teacher Development Workshops at TAR University College. He is also an English specialist with a BA (Hons) in English Language, a Diploma in ESL and a Diploma in Education from UM with over 30 years of teaching experience in tertiary education. In addition, Dr Oo is also a licensed LPI trainer and a PSMB approved trainer.

Currently, Dr Oo heads the Centre for Continuing and Professional Education at TAR UC as its Director. Before joining TAR UC, Dr Oo was a military officer in the Malaysian Armed Forces with the rank of Major. During his service with the Armed Forces, he was a training officer in English Language for the Navy Training Centre, the Air Force Training Institute and Army Training School.

Dr Oo has co-authored a book entitled "*Exploring Professional Development for Educators*" and has also presented and published numerous papers at education seminars and International Conferences.