Training of Trainers ‘How to design and give an introduction training on CBET for teachers of Vocational Training?’

**Practical assignment for participants of the ‘Training of Trainers’**

The aim of the Training of Trainers programme is to give you the opportunity to become competent in the different elements of CBET. You are a teacher in a Vocational Training Institute in Zanzibar and Tanzania. You are a teacher and your challenge will be to apply the competences you have acquired during this T-o-T training in a new CBET introduction training for your colleagues in your own or a familiar institution.

According to the approach of ‘Practice what you preach’, you get the task to do a practical assignment: prepare and deliver a CBET introduction training for other teachers. You can work on this assignment – which consists of several sub-tasks - during 12 days of T-o-T. For each topic one day learning yourself, preparing the delivery and the delivery to your group. Your work will be continuous assessed during this training as well as during the delivery by yourself, the teachers-participants in your group and by the facilitators of the T-o-T.

**The practical assignment is the following:**

*Develop and deliver a four-day introduction training session on CBET to a group of teachers of vocational training.*

**Criteria you need to meet with regard to the design and the delivery of the training:**

* The content of the training includes the following topics: ‘Concept of CBET’, ‘Activating methods’, ‘Design and delivery of practical assignments’ and ‘Guidance in career development of students’. The shift from KBL to CBL must be visible in all topics.
* The introduction training will be given during four days with working hours from 9.00 – 16.00 hours and need to be scheduled in the week directly after the T-o-T sessions.
* The group you train will consist of 10 - 14 teachers. You do a needs assessment on your group: their experience with teaching, their education and their expectations about what they want to achieve.
* You are going to facilitate in pairs, in English or in Swahili
* You do a self-assessment of your facilitation skills; you will keep record (a dairy or logbook) of your personal development during the T-o-T. This means that you write down your reflections on the design and the delivery of the introduction training
* On the last day of the T-o-T each couple will submit his/her final products: the design of the introduction training, the evaluation of the trainees, the progress report (logbook notes) and the actions for the implementation of CBET in the institute.
* When you finished your practical assignment according the criteria above and when you attended the training for at least eleven days, you will get a certificate. The 4 topics days need to be attended and the four days of delivery must be done. Only two days of preparation can be missed, you need to do the preparation then at home.