# **Essential Training Session**



Create training sessions tailored to your needs and your participants, starting with the essential building blocks of great learning experiences.

In this template for experiential learning, based on Kolb's learning cycle, you will find space to prepare the group, practice skills, learn new content and reflect on how to apply it to real-world situations after the training.

Simply click on Export, then Duplicate this session to tailor it to your needs, add your favorite activities and adapt the flow to your group!

logistics energizer/icebreaker exercise discussion/debriefing break content

TIME	NAME	DESCRIPTION	ADDITIONAL INFO
09:00 0	Before the session	<ul><li>Set up the room</li><li>Prepare materials</li><li>Share with participants some information about what will be</li></ul>	
09:00	Introduction	expected of them in this session Introduce yourself and the aim of the training session	
10m	introduction	<ul><li>Clarify any logistics (such as where the coffee break will be)</li><li>Share the agenda for the day</li></ul>	
09:10 10m	Group agreements	Enable presence and participation by making clear what is expected from participants during the day. Propose some group agreements and invite the group to add anything else needed to create an excellent learning environment.	
09:20 10m	lcebreaker	Break the ice with an activity to enable participants to meet one another and introduce the topic of the session.	Find over 100 icebreakers and energizers in SessionLab's Library -> Or start with a selection of all-time favorites here: <u>h</u> tps://www.sessionlab.com/blog/icebreaker-games/
09:30 30m	Training activity	Experiential learning begins with training activities designed to test skills, often in playful ways, with direct, practical experience.	The order of activities in this template is based on Kolb's learning cycle, a framework illustrating the steps needed for effective learning to happen.
			In this framework, the first step is known as concrete learning and refers to practical activities often in teams, in which participants are given the opportunity to engage directly with the topics and challenges of the training.
10:00 10m	Debrief	Debrief with the group what happened during the activity and start teasing out learnings and generalizations.	This is the second step of Kolb's learning cycle reflective observation. At this stage, participants form and share opinions about what happened during the learning activity.
10:10 10m	Break		
10:20 30m	Presentation	After direct experience and reflection, participants are likely to need some food for thought: offer some theory, models, and framework to help conceptualize and articulate learnings.	Abstract conceptualization is the third step of Kolb's learning cycle.
			Based on this model, explanations, content, and logical approaches are most likely to be understood and remembered if they come after practical experiences and reflection.
10:50 40m	Simulation, role play or case study	Time to try again with some practice, applying new concepts through activities that bring learning one step closer to reality, such as simulations, role plays, or group analysis of case studies.	In the fourth and last step of Kolb's learning cycle, called active experimentation, learners ar tasked with using their new knowledge in activities that mirror reality and demonstrate how learnings can be applied in real-world practice.
11:30 20m	Collecting learnings	Debrief the training session with an activity to collect and share learnings from the day and/or establish action points participants wish to take after the training.	
11:50 10m	Feedback & closing	Collect feedback from the session and close with a final checkout round.	
12:00 0	After the session	Send participants follow-up material such as certificates of attendance, slides and/or a bibliography.	

12:00

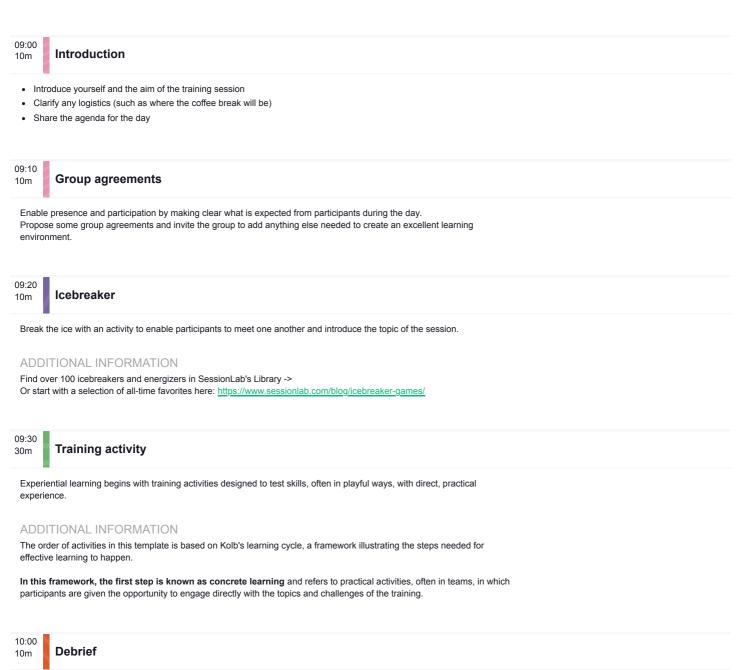
## Essential Training Session - block details

#### 0 Before the session

• Set up the room

09.00

- Prepare materials
- · Share with participants some information about what will be expected of them in this session



Debrief with the group what happened during the activity and start teasing out learnings and generalizations.

#### ADDITIONAL INFORMATION

This is the second step of Kolb's learning cycle, reflective observation. At this stage, participants form and share opinions about what happened during the learning activity.



10:20 30m **Prese** 

## Presentation

After direct experience and reflection, participants are likely to need some food for thought: offer some theory, models, and framework to help conceptualize and articulate learnings.

## ADDITIONAL INFORMATION

Abstract conceptualization is the third step of Kolb's learning cycle.

Based on this model, explanations, content, and logical approaches are most likely to be understood and remembered if they come after practical experiences and reflection.

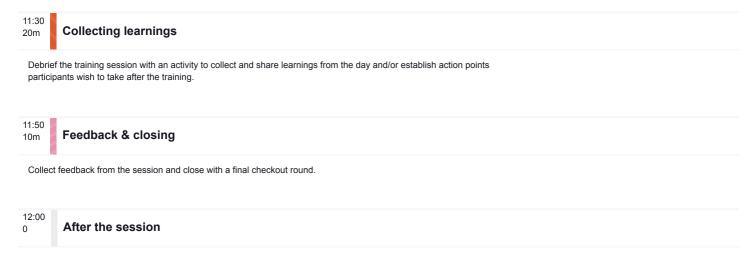
10:50 40m

## Simulation, role play or case study

Time to try again with some practice, applying new concepts through activities that bring learning one step closer to reality, such as simulations, role plays, or group analysis of case studies.

#### ADDITIONAL INFORMATION

In the fourth and last step of Kolb's learning cycle, called active experimentation, learners are tasked with using their new knowledge in activities that mirror reality and demonstrate how learnings can be applied in real-world practice.



Send participants follow-up material such as certificates of attendance, slides and/or a bibliography.