

## Handout 2: Technology Tips

When considering using any technology to teach, one needs to be:

1. Familiar with the topic, content and navigation of the technology;
2. Familiar with learners' needs and their comfort level with using the technology;
3. Clear about the learning objectives and have follow up activities to reinforce learning, and
4. Prepared for the training and have reliable equipment as well as a back up plan in case the technology fails.

Sometimes we will need to invite a resource person to assist us in our training. It is important to plan ahead to ensure we meet our objectives and have a follow up plan in place for issues that arise after the resources person leaves.

All training/teaching needs to be thought of as an ongoing, structured process for nurturing skill development as well as creating the collective “habit” of learning together.