

Methods of Instruction Course Overview



Course Overview

In accordance with the NASBLA Boat Operations and Training (BOAT) Program, the following outline provides an overview of a course of instruction designed to give instructors who are focused on the delivery of marine related courses a BASIC learning framework in order to become more proficient with skills necessary to deliver adult learning curricula.

This course is designed to promote general instructional excellence and for the participant to attain NASBLA Certification to teach marine related educational offerings. It will address the basic elements necessary for the effective preparation, implementation and evaluation of training, with the aim of that training "to get the message and skills across."

The three day course will focus on the basic elements in the following qualification areas, as listed in the Methods of Instruction Instructor Manual;

Modules	Subject Area
1	Principles of effective communication - "Getting the message across"
2	Effective oral communication
3	Why train? The trainer's role and responsibility
4	Methods of training - The right method
5	The art of questioning
6	Types of training aids - How to make and use them
7	Planning and delivering a presentation
8	Evaluating training
9	Testing trainee trainers - Individual presentations
10	Organizing and managing a training course

Elements Not Covered in this Course

It is stressed that the modules are not intended to constitute a textbook on training. Essentially, their contents are intended as memory joggers for those trained to train others. For this reason, and depending on the nature of the subject, some material is presented in point form while other material is covered by full text.

Course Purpose

The Methods of Instruction (MOI) course is designed to provide a standard of training for individuals who have not previously had professional instructor training. The professional delivery of adult learning curricula enhances the learning and retention experience of adult students. Secondly, NASBLA's MOI fulfills the training requirement for applicants seeking national instructor credentials through NASBLA's National Instructor Credentialing Program (NICP).

Method of Delivery

The course is exportable and delivered to the location of the host agency and the venue of their choice. The course is delivered using “team teaching” as the model, where all instructors are engaged in every module within the course, so that students get multiple views and experiences to support and enhance the learning environment.

Criteria Performance Standard

Upon successful completion of the course, the student will demonstrate mastery of each of the objectives outlined in each module through a compilation of measures including objective testing, scenario review, class discussion, practical activities and homework.



As with all the NASBLA training programs we will utilize the Kirkpatrick Model for Evaluating Effectiveness of Training Programs;

**Level 4 -
Results**

What organizational benefits resulted from the training?

**Level 3 -
Behavior**

To what extent did participants change their behavior back in the workplace as a result of the training?

**Level 2 -
Learning**

To what extent did participants improve knowledge and skills and change attitudes as a result of the training?

**Level 1 -
Current State**

What did the students know before the training began?

Target Audience

This class is designed to provide federal, state, county, local and private sector instructors in the maritime community the knowledge and skills to conduct and deliver adult learning course curricula in an efficient and professional manner.

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Course Structure

This course consists of instructor lecture, which will be aided (and assessed) by slide presentations, class interaction, practical exercises, an knowledge test and final exam. The instructor will emphasize student interaction and discussion throughout the course to ensure that the information taught is being understood and can be applied in a real-world environment.

Class Size/Student to Instructor Ratio

The minimum class size is 12 students, the maximum number is 24. Instructors for each class will meet a maximum of 12 students per instructor for each class (12 to 1 Student to Instructor Ratio.)

Course Requirements

Students will be required to bring a laptop with wireless connectivity capabilities in order to fully participate in practical exercises, allowing them to apply the skills presented in the classroom.



Facility Requirements

In order to deliver the course, a classroom area will have to be provided that will seat at tables up to accommodate the maximum class size of 30 students. Additionally, the classroom will require a projector a screen, a whiteboard and/or easel boards with paper, writing instruments, power cords, sound speakers, and bathroom facilities.

Materials Provided

Each student will be provided a “Student Handbook” complete with every slide and some reference material they can use for future application. Additionally, students who would like copies of the modules will be allowed access to the “Instructor Portal” to facilitate the sharing of information. Within 30 days of completion of the course, students will be provided a certificate from NASBLA’s National Headquarters in Lexington, KY and will be entered into the national database reflecting successful completion of MOI.

Course Cost

The fee for the three day/24 hour course is \$14,000 for up to 24 students, and covers all instructor costs (travel, per diem, fees, etc.,) administrative costs (certificates, database entry, etc.,) and materials (student handbooks, practical exercise materials, etc.) The course fee on an individual student basis is \$795 with a minimum requirement of 12 students.

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