

WIPPEA Training Delivery

I. **W**ARM-UP

- A. Select an activity to focus participants' attention on the training topic. For example,
 - 1. Share *Your* story about *How? When? Where? You* use what participants will learn in the session.
 - 2. Share a story about how a student, teacher, or administrator benefit from what participants will learn in the session.

II. **I**NTRODUCTION

- A. Tell participants what they will be learning (can be goals and objectives).
- B. Ask participants if they would like to add anything.

III. **P**RESENTATION

- A. Present new information on the topic of the training or task.
- B. Comprehension Check
 - 1. Check participants' understanding of the main concepts before moving to practice.

IV. **P**RACTICE

- A. Plan activities that will help participants internalize the new information.
 - 1. Guided Practice – walk participants through the steps to complete a task.
 - a) Check participants' understanding of the steps before moving to evaluation.
 - 2. Repeat practice + evaluation for each task in the training.

V. **E**VALUATION

- A. Plan two types of evaluation.
 - 1. Exercise – an activity to see if the participants have internalized the information.
 - a) Have participants perform steps to complete a task on their own.
 - 2. Give participants an opportunity to evaluate the task.
 - a) What did you like?
 - b) What would you change?
 - 3. Check participants' understanding of the task before repeating practice + evaluation for each task in the training.

VI. **A**PPPLICATION

- A. Wrap-Up – Provide an opportunity for participants to make an “action plan” with the information they learned in the training.
 - 1. **How?** will they use what they have learned.
 - 2. **When?** will they use what they have learned.
 - 3. **Where?** will they use what they have learned.