



Asian Regional Advanced Training of Trainers *Visualisation in Participatory Programmes*

Penang – Malaysia
12 – 16 March 2012

- **Improve your trainer skills in a relaxing and stimulating environment.**
- **Strengthen your facilitation and visualisation skills with a small group of professional trainers and facilitators.**
- **Experience attractive training methods for creativity, intercultural dialogue, team work for alternative development contexts**
- **Apply quality standards and code of ethics for trainers.**
- **Design an individual training event and develop an own work plan under guided expertise.**

Background:

Workshops and seminars for professional people are often formal affairs where participants are required to listen to a large number of speeches and power point presentations. Business meetings within projects or institutions or coordination meetings with technical advisors or stakeholders often result in one or two-person shows, lengthy presentations of past activities, and details of information about forthcoming work plans. These inputs do not usually require very active involvement of participants and do not bring about exchange of experiences, nor do they engender creativity or synergy among participants. There is a growing demand for alternatives to this dominant, *status quo* state of affairs in many national and international organizations working for health, social, economic and environmental research and interventions, whether in the non-governmental, non-profit sector, or in the public or private sectors.





The VIPP approach breaks down this "seminar culture" by employing facilitation - usually a team of trained facilitators who bring to the participants methods for the interactive generation of new ideas produced through transparent processes, which help participants reach consensus. Group work becomes creative and productive. While participatory methods are widely known in the promotion of grassroots involvement in health, social and environmental change programs or in overall development planning process, professionals and managers often encounter resistance in the use of such methods in their own workplaces. They also may lack facilitation skills as one part of their basic skill set. Even if it is more appropriate in some situations to have external support through engaging professional facilitators, it is necessary to create an institutional culture of facilitation by having trained staff with the knowledge and skill to be engaged in reorganising the institutional culture towards effective participation.

By this method, everyone takes part in the process of arriving at a consensus. Less talkative participants find a means of expression and those who might normally dominate a group lose control and are forced to let others have their say. By visualizing the group's main proceedings, repetition and circularity in argument are reduced. If there is a record of the group's progress, visible to everyone, it is easier to point out such repetition.

VIPP has been created 20 years ago in Germany and in Bangladesh, evolving a learner centred approach from different sources: people's education in Latin America (1970), action research by Kurt Lewin in the USA (1950), Metaplan as a creative planning tool using cards of all shapes and colours in Germany (1970), TPA at the German Foundation for Development in Feldafing (1980) – all applied to involve the minds and hearts of people in the creation of new ideas, in the planning of development action, in fulfilling the principles of authentic participation.

Objectives:

1. To share, practice and update interactive methods and tools of training considering intercultural dimensions, which will improve the atmosphere and outcome of almost any group event involving planning, decision making, and coordination of social change and development activities, multi-stakeholder conferences and training events.
2. To update and improve visualization, presentation and dialogue skills as elements that will improve communication and decision making in meetings, workshops and conferences.
3. To identify conceptual and methodological requirements for learner centred training events and to develop the essentials of training formats.
4. To hold discussions on the potential applications of VIPP within the development sector in Asian countries.
5. To assess the present strengths and weaknesses of each participant as a trainer and to develop a personal plan for improvements.

6. To advance the community of practice of VIPP Trainers in Asia, which will create and strengthen a regional learning community to enhance the skills on how to facilitate alternative development action oriented towards bio-cultural diversity and a more human dimension of the learning approaches focussing on the local populations.

Participants:

This Training of Trainers is a specialised workshop for experienced trainers in the development sector from Asia, who beyond the basics of VIPP want to improve their Trainer skills developing and designing their own training project. We expect a group of up to 15 trainers and facilitators.



Contents:

This VIPP-Training of Trainers emphasizes:

- Advanced facilitation and presentation skills, which will enhance group qualities, synergy and output, including attitudes, behaviours and values of the trainer.
- Repertoire of VIPP methods and tools used in Training.
- Reflection about the intercultural dimensions of group events.
- Visualization skills using various media, including cards and charts, drawings and diagrammatic representations.
- The logic and processes involved in the design of Training events especially considering learning styles and group dynamics.

Process:

In this training we combine short visualised inputs, individual tasks, group work, team cooperation, learning by doing and constructive feedback. Key concepts, quality standards and training formats are generated by all participants, a cooperative working style is encouraged and good group dynamics are essential parts of learning and practicing. We aim at the use of a variety of senses and both cognitive and emotional components during the training workshop. Learning by doing is the basic approach to involve participants with all their senses.



The participants will group each day into different committees (eyes, ears and hands) to listen to contents, to see the processes and to organise the training venue and material.

Venue:

Hotel Bellevue – Penang – Malaysia

Time/date:

March 12 – 16, 2012

Arrival date is March 11th, departure date is not before evening of March 16. Attendance during all workshops days is expected.



Programme structure:

	Morning (8.30 – 12.30)	Afternoon (15.00 – 18.30)	Evening (8– 9)
Monday March 12	<p>Introduction to participants, objectives and program.</p> <p>Structure of a program. Different styles of openings. Different ways of knowing each other.</p> <p>Time is our slave...</p> <p>Basics and Concepts of VIPP</p>	<p>The intercultural dimension of facilitating group events</p> <p>My training project</p> <p>Self-assessment My own learning goals</p> <p><i>Visualisation and Presentation skills</i></p> <p>Trainer Experiences & VIPP Application Experiences</p>	<p>Info-market – visualisation and presentation skills applied to success stories</p>
Tuesday March 13	<p>VIPP-Training Highlights and Concepts</p> <p>Bottlenecks and key concepts/issues</p> <p><i>Facilitation skills</i></p> <p>Facilitation Practice I: Training difficulties and how to overcome them</p>	<p>Methodological Reflection (MF)</p>	<p>Participatory video experiences from India and Peru</p> <p>“Defense of farmer seeds against GMOs and Affirmation of Andean Culture”</p>
Wednesday March 14	<p>Facilitation practice II: Hands on training methods applied to alternative development action</p>	<p>Standards for good Training and Evaluation scheme</p>	<p>Games and Ice-breakers</p>
Thursday March 15	<p>Summary of VIPP-Tools</p> <p><i>Design skills</i></p> <p>Requirements/ideas for venues (checklist) and lay out of setup</p> <p>Design of future group events</p>	<p>Creativity tools for innovative design</p> <p>Presentation of work plans and feedback.</p> <p>Script of the events.</p>	<p>Social event</p>
Friday March 16	<p>Pro & Contra of VIPP</p> <p>Regional Trainer Pool and Training Plans</p> <p>VIPP-Community of Practice</p> <p>Monitoring of VIPP-quality standards</p>	<p>Local Training Material and Resources for Backstopping and Self-improvement</p> <p>Documentation formats and standards</p> <p>Evaluation techniques</p> <p>Final evaluation</p>	<p>Departure</p>