



**INSTRUCTIONAL PRESENTATION AND EVALUATION SKILLS (G-0141)**

**NO. OF OPENINGS: 24**

**KINGS COUNTY**

**3 DAYS**

**SEPTEMBER 18-20, 2018**

**NEW YORK CITY**

**ANNOUNCED: MAY 23, 2018**

**Description:**

This 3-day course provides participants with the basic knowledge, skills, and abilities needed to conduct effective emergency management training programs in an adult learning environment. This is designed as an introductory course for individuals who will be conducting training at the agency or local level.

Topics include: Creating a Conducive Learning Environment, Using Instructional Presentation Skills, Facilitating Interactions, Managing the Learning Process, Measuring the Learning Process, and Delivering Instructional Presentations.

Participants will develop and deliver several short presentations throughout the course, building to a 20-minute presentation of appropriate Emergency Management content, on the final day of the course.

**Objectives:**

At the end of this training, participants should be able to:

- Demonstrate the ability to establish a conducive learning environment during a 20-minute presentation.
- Demonstrate effective instructional presentation skills.
- Demonstrate skills for facilitating classroom interactions.
- Describe ways to manage the learning process.
- Apply skills to measure training results.
- Deliver three instructional presentations and participate in their evaluations.

**Required Prerequisites:**

None

**Location:** NYC Emergency Management  
165 Cadman Plaza East  
Brooklyn, NY 11201

**Time:** 9:00 a.m. to 5:00 p.m. All three days.

**Cost:** There is no fee for the course. Food, lodging & transportation costs are the responsibility of the participant.

**Who Should Attend?**

Participants should include those persons assigned to conduct, or assist other with the delivery of training programs or instructional / informational emergency management presentations, in an adult learning environment.

**Registration:**

The Statewide Learning Management System (SLMS) will be used for course registration  
<https://nyslearn.ny.gov/index.html> **If you already have an account within SLMS please choose SLMS Login. If you are new to the system, please choose "First Time Logging on".**

**SLMS Course code: 04-22-0297-01-01-46-18002**

Please click on the link below for information on how to validate/obtain an account within the New York State Learning Management System:  
[http://www.dhses.ny.gov/training/slms/SLMS\\_ExternalUserRegistration.pdf](http://www.dhses.ny.gov/training/slms/SLMS_ExternalUserRegistration.pdf)

**Registration Deadline: September 4, 2018**

**Completion:**

Participants who attend all contact hours of the program and who deliver the required presentation will receive a Certificate of Completion for the course.

# TRAINING NOTICE

**Contact:** NYS Office of Emergency Management - Training & Exercises at (518) 292-2351 or [OEM.training@dhses.ny.gov](mailto:OEM.training@dhses.ny.gov)