

# Everything is possible if you know how...



*Your Partner for 21st Century!*  
HalPet business communication - Zagreb, Croatia - Summer 2008

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## HalPet Teacher - Trainer Package for 21st Century

LPC (LEARN-PRACTICE-COMMUNICATE) METHOD-SECRET TO SUCCESS

### Who is the training for?

- Less experienced teachers & trainers who want to enter the world of 21st century trends the best & fastest way
- More experienced teachers & trainers who want to polish their skills and see the training process in a new perspective
- All those who want to teach in a structured, efficient & 21st century way
- All those who want remarkable, practical & lasting results in less time

### Training benefits

- Learning with HalPet in Zagreb, Croatia, will please your eyes, heart & mind
- 21st century knowledge + skills
- Mastering the highly effective LPC method
- Putting the acquired knowledge into practice 100%
- Creating ready-made teaching and training materials related to your field of work
- Personal and professional growth & development

Train the trainer & teacher training 2 week programme:

- **Power Communication**
- **NLP tools for accelerated learning**
- **Power Presentations**
- **AV aids - What, How, & When**
- **Mind Mapping**
- **Eat your frog**
- **Emotionally intelligent & creative teacher-trainer**

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# HalPet

# HalPet Teacher - Trainer Package for 21st Century

## 2-week-programme

### WEEK 1

#### DAY 1: Intro

- Getting to know you; needs & expectations
- Characteristics of a contemporary teacher-trainer
- Learning cycle & learning styles
- NLP tools for accelerated learning
- Practical part

#### DAY 2: Communication

- Intro (communication model; obstacles and basic principles; communication pie chart)
- Verbal communication (sensory styles; language)
- Non-verbal communication (rapport; active listening)
- NLP- based communication techniques and strategies
- Practical part

#### DAY 3: Presentation skills

- Preparation
- Structure
- Language
- Delivery

#### DAY 4: Mind mapping

Mind mapping benefits for:

- preparation & planning
- teaching & training
- learning
- revising

#### DAY 5: LPC method – secret to success

- Learn, Practice and Communicate stages and key points
- Defining a goal
- Explanation / Activity / Debrief within LPC
- Practical part

### WEEK 2

#### DAY 6: 21st century knowledge and tools – part 1

- Emotional intelligence
- Assertiveness
- Giving & receiving feedback
- Practical part

#### DAY 7: 21st century knowledge and tools – part 2

- Time management
- Team / classroom management (one-to-one vs. groups; group dynamics; dealing with problem people; managing through questions)
- Practical part

#### DAY 8: Teaching & training groups – a blessing or a curse?

- Teaching & training games
- Role play & case study
- Creating teaching & training activities
- Practical part

#### DAY 9: AV aids – What, how and when?

- Flipchart; Power point; handouts; cards
- Video and DVD
- e-mind mapping
- Practical part

Assignments: on-course & post-course

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# HalPet language teacher kit for 21st Century

## 1-week-programme

### DAY 1:

#### Part 1: LPC method - key to success

- LPC structure - why it works perfectly
- HalPet HalPet teaching materials & modules
- Workshop, delivery & feedback

#### Part 2: What could go wrong & how to prevent it?

- Most common mistakes teachers & trainees make
- How to kill two birds with one stone: improve quality & motivate
- Practical part

### DAY 2:

#### Part 1: Recycling vocabulary

- Importance & purpose; tips & tricks
- 10 magic games for recycling vocabulary
- Workshop, delivery & feedback

#### Part 2: Internet for teaching - enemy or ally?

- Using BEST internet software & hyper linking
- Creating interactive tasks & activities
- Workshop, delivery & feedback

### DAY 3:

#### Part 1: Grammar - with or without it?

- What is grammar & why should we teach it?
- Basic principles - relevance and key points
- Workshop, delivery & feedback

#### Part 2: Texts - boredom or fun?

- What to do before & after reading
- 20 magic ideas for using a text
- Workshop, delivery & feedback

### DAY 4:

#### Part 1: Listening

- Why and how should we listen? - basic principles
- How to make our students love it?
- Workshop, delivery & feedback

#### Part 2: Video - spice your teaching

- Advantages & disadvantages of: ready-made, adapted and authentic materials
- Tips & tricks
- Workshop, delivery & feedback

### DAY 5:

#### Workshop

#### Delivery & feedback

Assignments: on-course & post-course

## WHY ZAGREB, CROATIA?

Croatia is one of the most desirable world destinations according to National Geographic adventure

#### Zagreb offers:

- Tapestry of rich cultural influences
- Fantastic cafes, restaurants, bars & clubs
- Friendly people
- Shopping
- Splendid surroundings