TECHNIQUES FOR GROUP ASSISTIVE TECHNOLOGY TRAINING

Maryland Rehabilitation Conference
November 2019
MISSING ON THE EAST COAST
Learning Objectives

Identify four skill areas required of 21st Century employees

Describe the benefits of group training over one-on-one training

Describe three necessary components of a successful group training
MODERN OFFICE READY
21st Century Employee Requirements

- Retrieving Information
- Verbal and Written Communication
- Learning How to Learn
- Ability to Troubleshoot
- Understanding Accessibility
TRAINING EVOLUTION

And the Importance of Partnerships
THE BEGINNINGS:
PROMOTE GRADUATING CLASS JANUARY 2016 CARROLL CENTER FOR THE BLIND, BOSTON, MA
Program Evolution

National Industries for the Blind
East Texas Lighthouse for the Blind
Metier Services
ASSISTIVE TECHNOLOGY TRAINING

Individual and Group
Individual Training (1:1)

**Benefits**
- Can adjust the pacing on the fly
- Can highly customize to individual
- Much more relaxed, personable
- Consumer has your complete attention
- Far less preparation than group

**Challenges**
- Only training one person at a time
## Group Training

### Benefits
- Training more people using same resources
- Synergies between students
- Simulates rigor and intensity of modern office
- Can still have 1:1 personable feeling
- Structured curriculum
- Holistic view
- Importance of assessment
- Evaluation and professional development of AT Instructors

### Challenges
- Variety of learning styles
- Variety of student abilities
- Variety of student needs
GROUP TRAINING

Focus on Blind and Visually Impaired Students
The Process

Assessment

Course Placement
Importance of Consumer Assessment
Assess Across Multiple Areas

Screening Scoresheet
General Flow of Instruction

Morning

Afternoon

Timed Activities
Games
Projects
Self-Assessments
Keys to Group Instruction

Identified topics of instruction and student learning expectations

Structured lecture

Activities to reinforce instructional topics

Assessment of student learning and delivery of instruction
Sample Lesson Plan

Lightning Round 9:00am to 9:30am
Keystrokes for the day
Word Physical Layout (45 Minutes)
9:30am to 10:15am

Instructor Demo – Navigating Ribbon

Instructor Demo – Help (15 Minutes)
10:15am to 10:30am
Sample Lesson Plan

Break 10:30am to 10:45am
Student Exercise – Help (15 Minutes)
10:45am to 11:00am

Alt+F7 – better spell check

Navigating a Word Document Review (30 minutes) 11:00am to 11:30am
Student Exercise – Basic Formatting (25 Minutes) 11:30am to 11:55am
Morning Recap 11:55am to 12pm
Lunch 12pm to 1pm
Lightning Round 1pm to 1:30pm
Lab Activities
Sample Lesson Plan

Help Wanted 2 Exercise

Optional Exercise

Jamison Lake Story (30 Minutes)

Story - YOUR NAME

Ask the Instructor (5 Minutes)
Lab Exercises

- Traditional with decreasing instruction
- Quizzes
- Speech Listening Activity
- Speed Tests
- Gamification
Assessing Student Progress

- Daily feedback on lab activities
- One on one interaction throughout week
- Their responses during lightning round
- Self-assessment template
- Lab activities in which they must

- Final project/ exam
INQUIRY AND DISCUSSION
Contact Information

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