



NAIDM 2021 How to Design Results-Oriented Zonta Training

Read the scenario provided to you and consider the best way to address the training issues you think are needed.

Your scenario _____ **Your role** _____

Step 1 – Identify the Audience

What Zontians will you be training?

Why are you training them specifically?

What do you know about them?

What is their Zonta experience?

Step 2 – Determine Needs

What does your audience NEED to know?

What do they already know?

How do they feel about the training?

Step 3 – Purpose + Result = Action

What behaviors do you want to see?

What changes are you looking for?

Step 4 – Design Learning

What resources will you use?

- Zonta manuals
- eLearning sessions
- Core Competencies

What activities will you include?

- Role play
- Lists
- Practice
- Brainstorm

Step 5 – Just Do It!

How will you implement your training?

Where will it happen?

When? How long?

What will you need, e.g. laptops/tablets? Flip chart?

What will YOU use, e.g. PowerPoint, demonstration?

Step 6 – Evaluate

Why evaluate?

How to evaluate?

- Observation
- Personal response