

Virtual The Trainer's EDGE

Scouting University, Boy Scouts of America

Synchronous Learning Facilitators Guide

Participant Preparation

Course Description

The Trainer's EDGE replaced the *Trainer Development Conference (BSA 500)* as the required train-the-trainer course for Wood Badge and NYLT staffs in the mid-2000's. The purpose of the Trainer's EDGE course is to provide and help develop the platform skills of a trainer. It is meant to supplement the practice offered through Wood Badge and NYLT staff development, with a focus on the participant, while raising the level of skill a trainer brings to the staff experience. Only practice can polish these skills, but this course is intended to "train the trainer" on behaviors and resources while offering hands-on experience in methods and media.

Course Objectives

At the end of this course, participants will be able to:

- Explain the purpose of training.
- Identify barriers to communication and learning.
- Explain the EDGE model.
- Utilize communication skills and body language to facilitate learning.
- Prepare a presentation using media slides.
- Explain methods, media, and logistics used in presentations.
- Give feedback using Start, Stop, and Continue with Communication Skills Checklist as a guide.
- Define culture and tell its importance in training
- Facilitate a discussion
- Lead a reflection
- Utilize techniques to manage a group

Target Audience

Volunteer Trainers generally begin with *The Fundamentals of Training*, followed by *The Trainers EDGE*. This course is designed to provide attendees who have some experience in training, with the skills necessary to significantly improve their training acumen. Attendees will include volunteers interested in

becoming a better trainer, and future staff members of the National Youth Leadership Training (NYLT), and Wood Badge advanced leadership courses.

Pre-Course Preparation for Participants

Participants must watch both of the following videos prior to participating in the course:

- Communicating Well <https://www.youtube.com/watch?v=44tEko0YYbE> (12 minutes)
- Team Building <https://www.youtube.com/watch?v=Q3KHVnKeMp8> (2 minutes)

Each participant should print these handouts and have them to use during the course:

EDGE Method

<https://filestore.scouting.org/filestore/pdf/26-242.pdf#page=52>

Tools of a Trainer

<https://filestore.scouting.org/filestore/pdf/26-242.pdf#page=53>

Distribute the Communication Body Language

<https://filestore.scouting.org/filestore/pdf/26-242.pdf#page=54>

SSC

<https://filestore.scouting.org/filestore/pdf/26-242.pdf#page=23>

Communication Skills Checklist

<https://filestore.scouting.org/filestore/pdf/26-242.pdf#page=59>

Rules for Discussion Leaders

<https://filestore.scouting.org/filestore/pdf/26-242.pdf#page=72>

Reflection Handout

<https://filestore.scouting.org/filestore/pdf/26-242.pdf#page=74>

Challenging Behavior

<https://filestore.scouting.org/filestore/pdf/26-242.pdf#page=70>

Managing Questions for Effective Training

<https://filestore.scouting.org/filestore/pdf/26-242.pdf#page=76>

Each participant should gather the following supplies

There are a few simple things you will need to have available when your virtual training begins.

- Notebook
- Two loose sheets of paper (Roughly 8 1/2 X 11). You may use tablet paper, copy paper, or notebook paper. All sides should be smooth.
- Pencil or pen for taking notes

Download Zoom:

You will be attending Trainer's EDGE using an online tool called Zoom. While Zoom will work with many kinds of devices including smartphones, tablets, and computers, you will have the best experience using a computer. The computer will need to have a webcam, microphone, and be running MacOS, Windows, or Linux. Please go to <https://zoom.us> before the meeting to download and install the Zoom app on your device. You can try out Zoom on a test meeting by going to <https://zoom.us/test>. This will allow you to test both your camera and microphone before Trainer's EDGE starts.

Zoom Etiquette

- Only use a computer that has a camera (integrated or external) in a well lit room. We want to see what you look like!
- If you have a headset – please use it. You will sound better to others.
- If you do not have a headset, try to use headphones like earbuds or airpods. This will prevent echoes from your microphone picking up the speakers on your device.
- If you are not talking, mute yourself to prevent extra background noise.
- If you have the choice between a wired computer network and a wireless computer network, choose a wired network. It will generally be faster than a wireless network.
- You will be streaming video from your computer's camera – this can consume a lot of network bandwidth. It may adversely affect other people on your wireless network. Likewise, what they are doing may adversely affect your experience in Zoom.