



# UNIT-3 Applying the Learning Cycle

Staff Training Solutions

## Learning Outcomes

**By the end of this unit the learner will be able to:**

- ✓ Explain the four stage learning cycle and how it can be applied

## Unit 3

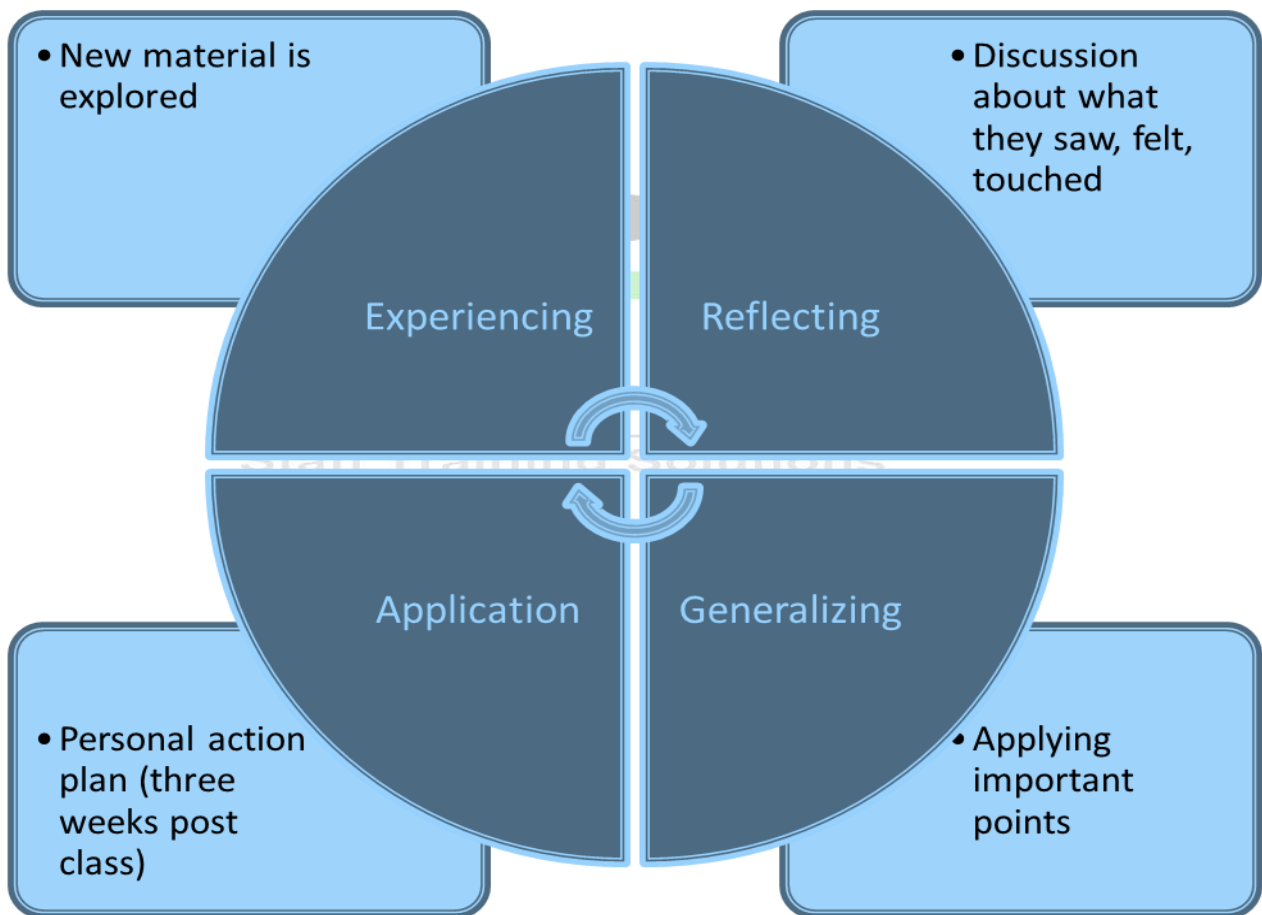
### Applying the Learning Cycle

#### The Four-Stage Cycle

##### The Model

For every learning point we make, trainers must consider the learning cycle to ensure that the learners get it.

First, make sure you begin by introducing the new topic and clarifying its purpose. Then, follow the four-step model we introduced yesterday.



At the end of the cycle, the trainer must self-evaluate and assess the adoption of new learning or changes made by the trainees. Conduct an honest appraisal so that you can improve the next time.

## Example

Let's say that you have been talking about communication skills. Now you are moving on to a new topic: leadership. Your learning point is that leaders, in order to be effective, don't have to have supernatural powers, but they do need to be good communicators.

The first stage of the transition should **introduce** the new topic and **clarify** its purpose.

- **Orientation:** Your orientation introduces the new topic (leadership) and explains how it is related to a person's ability to communicate well.
- **Clarification:** Does everybody in the group want to be a better leader, at home as well as at work? Most people will answer yes. The goal then is to become a better communicator. You may also create a goal, such as being able to identify the characteristics the individuals think they need by the end of this communication portion of the training.

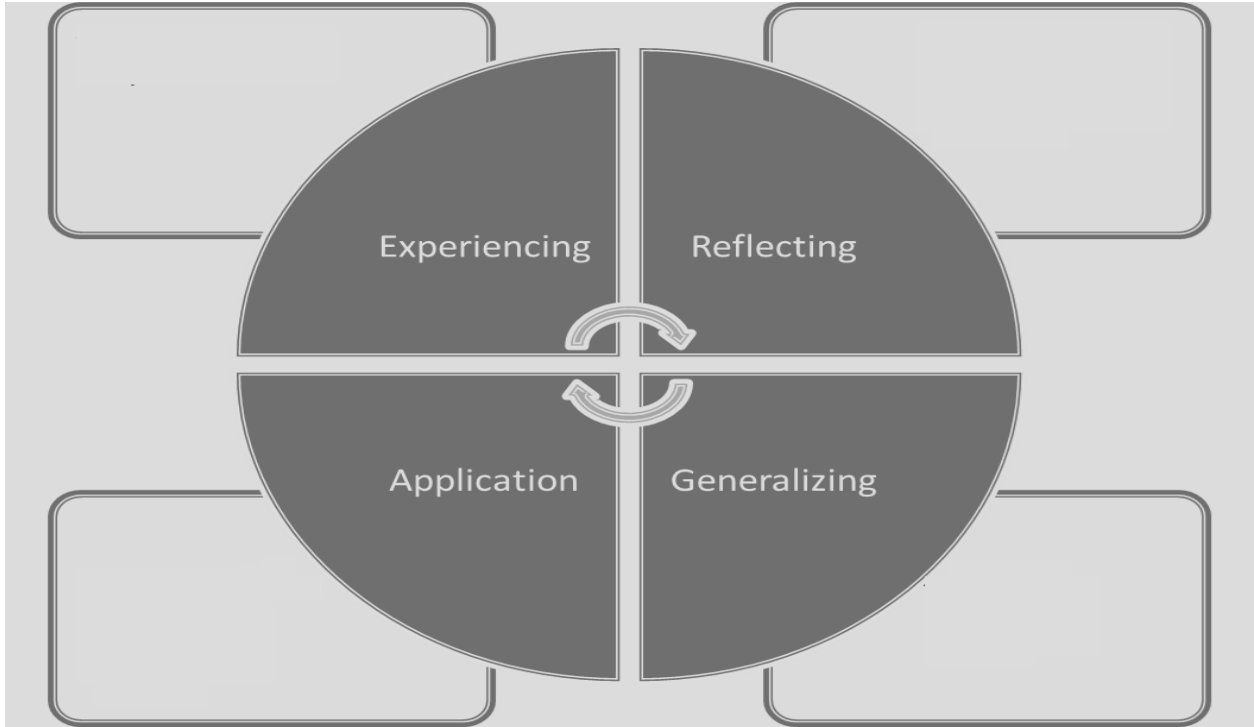
Now we can move onto the **learning cycle**:

- **Experience:** Draw or find a picture of Wonder Woman, Superman, Spiderman, or similar hero. Ask the group what they think is the relationship between this mythical hero and leadership. (If you can carry it off, you may even want to dress up as your hero!)
- **Reflection:** Ask participants to think of the leadership qualities they recognize, not just in Superman, but in those around them. Make a list of them. Allow a few minutes to build individual lists.
- **Generalization:** Write lists on flip chart and identify common themes. These may be universal truths or expectations we have about leaders.
- **Practical application:** How can we demonstrate these qualities in our daily lives? What else do we need to learn?

## Pairs Exercise

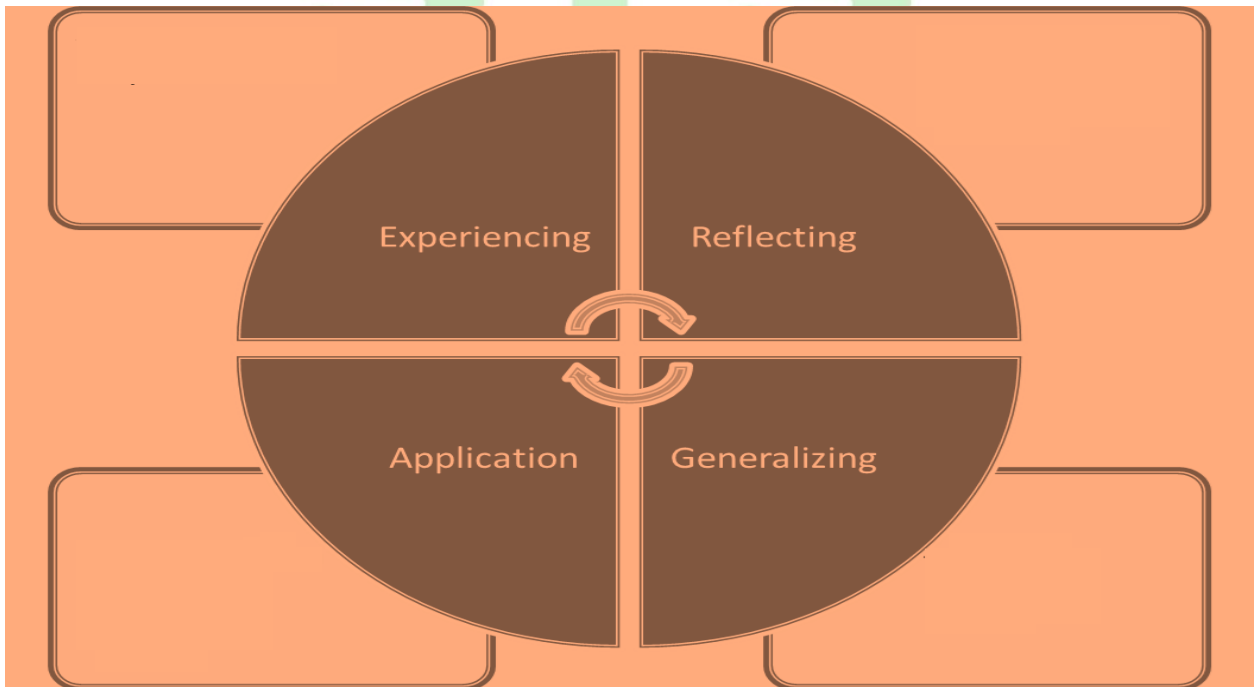
Develop a learning cycle for one of the following learning points:

- Project management
- Communication skills
- Riding a bicycle
- Tying your shoes
- Learning a software program
- Caring for a pet
- Conflict resolution



**Individual Exercise**

**Create a learning cycle for your 15 minute presentation on Day Three.**



## Extroverts and Introverts

### Introversion/Extroversion Survey

Another powerful aspect to understanding yourself and others is to recognize whether you are an introvert or an extrovert. We often talk about introversion and extroversion in terms of how comfortable we are being around other people. **Extroverts** appear comfortable socially, can enter conversations easily, and are considered outgoing. **Introverts** are seen as being less open, quiet, often preferring their own company over being social.

However, there are other considerations to introversion and extroversion, like where we get our energy from. To add some complexity, there are lots of introverts who act like extroverts in order to collaborate, converse, and work or play in social situations.

### Questionnaire

Answer the following questions to help determine whether you are an introvert or extrovert. Try not to get too concerned about whether you are one way or another and remember this is about developing understanding. For this exercise, you need to answer each question according to the one that is *most like you*.

1. I get the best ideas when:
  - a. I can think things through from beginning to end
  - b. I can bounce my ideas off of other people
2. I learn new things best when:
  - a. I can study, contemplate and read them on my own
  - b. I learn, talk, and act them out with others
3. I feel really energetic when:
  - a. I have had ample time to rest, read, or relax
  - b. I am around my friends or colleagues
4. Meeting new people:
  - a. Wears me out
  - b. Is something I love to do
5. When I think of something new:
  - a. I like to think about my ideas and make some decisions before looking for feedback
  - b. I like to share my initial thoughts and get people's feedback

6. After a productive day working with a team, I:
  - a. Go home feeling worn out and in need of a rest
  - b. Am full of energy and ready to do something else
  
7. I prefer solving problems by:
  - a. Analyzing and working through them on my own
  - b. Talking things over with people

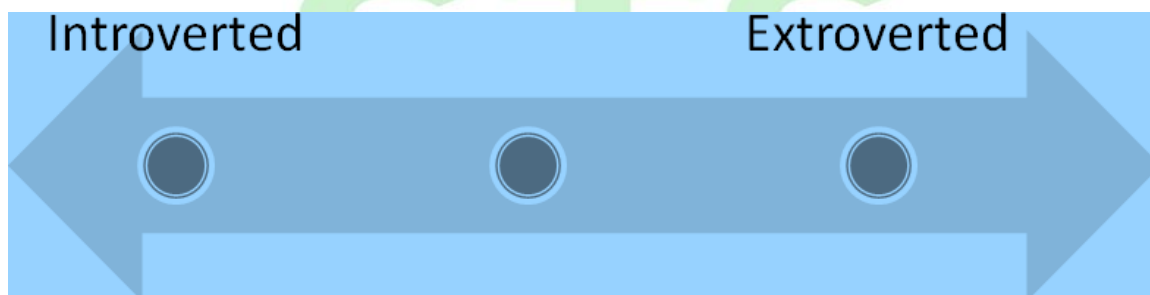
**Scoring**

**Total the number of A and B answers that you chose.**

- A answers = \_\_\_\_\_
- B answers = \_\_\_\_\_

B responses represent extroverted tendencies. A responses represent introverted tendencies.

**Now, place an X on the continuum where you feel it best represents you.** If you have strong introverted tendencies then you will mark an X closer to the word “introverted” on the continuum. If you have strong extroverted tendencies, your X will appear closer to the word “extroverted” on the continuum. If you have a mix of preferences then your X will appear closer to the center point.



**Case Study**

**Ashley and Holly**

Consider the story of this couple, who are both full-time trainers. Ashley takes the bus home from work. He uses the time to purposefully unwind from work and do some meditating. When he gets home from work, he likes to sit and relax with a cup of tea and take 20 minutes for himself to completely unwind before the kids or his wife talk to him about their day. Once he has this quiet time, he’s engaged and ready to spend time with family, run errands, cook supper, and so on.

Ashley’s wife Holly has a different routine after work. At the end of a day spent busy working, she will go work out at the gym; engage in an animated, energetic conversation with kids or neighbors; or jump right into some kind of activity.

While the introvert (Ashley) replenishes energy by spending some time alone, the extrovert (Holly) gathers energy from the people around her.

**Lessons to Learn**

Whatever type(s) you most strongly relate to (whether you are an introvert or an extrovert), you hopefully now have a little more understanding of yourself as well as other people. You can use this information to your advantage by planning your unwinding time. This can be important when you are training several days in a row and you need to recharge your batteries effectively, so that you are prepared for the next day.

**Test your knowledge**

**Consider your participants in a typical workshop or presentation.**

**Can you tell who the introverts and extroverts are?**

---

---

---

---

**Do some tend to gather together at coffee and lunch time to share the news of the day or other subjects of interest?**

---

---

---

---

**Are other participants checking e-mail or text messages, going for a walk on their own, or sitting quietly reading their workbook?**

---

---

**Further Reading:**



