



INSTRUCTIONAL
DESIGN & DELIVERY

A Guide to
Teaching Adults
for CS Instructors

Becoming the best instructor possible!

Part 3 – Classroom Management

By Bruce A. Mol M.Ed.

Table of Contents

Introduction	3
Healthy Classroom Environments.....	4
Class standards and learning contracts	7
Class Standards	7
Learning contracts	7
Dealing with the problem adults.	9
Motivation	9
Problem students.....	9
Other Actions.....	10
The Effective use of Conflict in Small Group Discussion	11
Dealing with problem courses	14
Resources.....	15
Ease into Role Play	15
Classroom management web link.....	15
Courses.....	16

Introduction

The *Guide to Teaching Adults for CS Instructors* series of classes was designed to quickly inform Continuing Studies (CS) instructors on a variety of adult education issues and provide numerous tips and techniques.

The importance and timeliness of this material cannot be overstated. As more and more adults register for continuing studies the demands on the teaching profession have been felt by both instructors and administrators. Adults are demanding more than subject matter expertise, they are demanding teaching professionals who know how to manage curriculum, classrooms and classmates. When adults perceive they have received valuable information and/or experiences in the classroom, when they have been treated professionally and with respect, they return for more of the same positive experience.

The information within this series of courses has been drawn from an extensive list of resources; it is truly just the tip of the iceberg. Since 1970, when Malcolm Knowles popularized the term 'andragogy' in his book *The Modern Practice of Adult Education* many adult educators have spent their entire lives dedicated to the pursuit of defining and refining ideas that promotes the education of adults. Please see the end pages for resources and more courses.

Part 3 – Classroom Management (3 hours)

Learn how to create and maintain a healthy classroom environment – the kind of environment in which you can teach and the adult learner feels comfortable, secure and able to learn.

- Healthy classroom environments.
- Class standards and learning contracts.
- Dealing with the problem adults.
- Dealing with problem courses.

Courses

There are many ways to improve your instructor abilities. One of the best ways is to take a course. The other courses in this series are:

Part 1 – Adult Learners and Educators. Exploring typical adult learners and the instructors that lead them.

Part 2 – Effective Course Design. Planning and teaching tools to help you prepare and present courses.

In British Columbia, the Provincial Instructor Diploma Program is recognized by many post secondary institutions – for some, it is a prerequisite for continued teaching at the institution. The various courses in the program are available in classroom across the province and on-line as well. See www.instructordiploma.com

The Justice Institute of British Columbia also has their own series of instructor development course. See www.jibc.ca

Also read about the well respected courses at the University of Victoria, see <http://www.uvcs.uvic.ca/cace/> and check UBC and UBCO websites for instructor development courses – the free resources available on these sites are usually quite good.

LANGEVIN LEARNING SERVICES Instructional Design for New Designers Workshop. See www.langevin.com for their on-line courses and resources.

About...



Bruce Mol M.Ed.

Your Instructor

Mr. Mol has 25 years experience training adults; designing, developing and delivering training in the classroom or in a variety of media options. Mr. Mol owns and operates Instructional Design & Delivery in Vernon, BC. www.bmidd.com

Working as a partner to create training solutions that enhance employee readiness & retention, Mr. Mol has worked with PRT Inc., The Green Party of Canada, Windward Software and Puppets On Purpose to create Training & Orientation videos and he has worked with Okanagan College, Interior Health and MDS. Nordion to create courses and on-line learning objects.

Mr. Mol has a Provincial Instructors Diploma (PID), a diploma in Adult Education (A.Ed.), and a Masters in Education (M.Ed.) in Curriculum Design and Educational Leadership from SFU.