

# My Learning Plan

**Course:** *Principle of Effective Training*

**Instructions:** Use this worksheet to identify your learning goals for the course. You can use the action plan below to develop a plan to achieve your goals. We will revisit this sheet throughout the course to update objective and expectations

## Learning Topics:

- Three C's, A.R.M. Yourself
- Andragogy
- Active Listening
- Different Learning Styles
- Facilitating Interactive Training

## Discussion Questions:

- How is this course relevant to you?
- How can you apply what you learn back at work? (For example, are you working on a particular course where you could apply your new skills?)

**Learning Objectives:** List your objectives for this course. What three things are most important for you to learn?

1.

2.

3.

## Action Plan Essentials

**Course:** *Principle of Effective Training*

1. Identify three lessons from the course that are most important to you.
2. For each lesson, create an action plan to implement your new skills.

Take-away #1:

*Skill-Building Plan*

Complete?	Due Date	Action

Take-away #2:

Complete?	Due Date	Action

Take-away #3:

Complete?	Due Date	Action