# **Powerful Platform Skills**

## **Ashley Felton**



Your Speaker

- President & CEO of SystemATECH.

Corporate trainer in information technology and information security.

I help businesses with IT and INFOSEC compliance by consulting, technical training, and placing IT and INFOSEC SMEs.

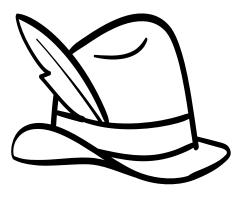
"Equipping our community for the work of technology."

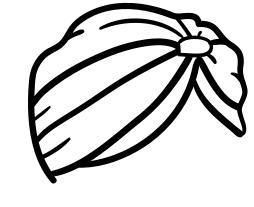
## **Objective**

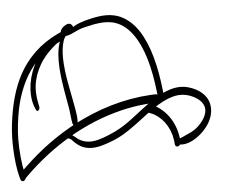
After leaving this class, you will relax with increased ability to:

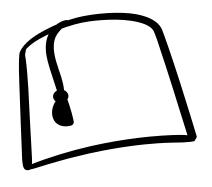
- 1) Identify the five platform skills that makes trainers more powerful
- 2) Strategize why those skills are vital and how to deliver using them
- 3) Practice and polish them
- 4) Feel increased confidence through audience encouragement.

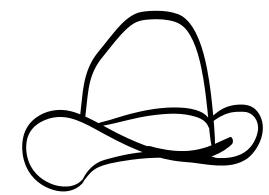
### **How Many Hats Does the Trainer Wear?**













## **How Many Hats Does the Trainer Wear?**

**Hat #1: The Trainer-** Helps develop skills that shift behavior and results.

**Hat #2: The Facilitator-** Helps others collaborate on a subject matter.

**Hat #3: The Coach-** Helps others reach desired outcomes through shifting behavior or performance.

**Hat #4: The Mentor-** Helps others to develop themselves allround.

**Hat #5: The Consultant-** Advises others how to do things with concrete strategies to implement and attain acceleration.



#### **Powerful Platform Skills**

Trainers are powerful professionals who are responsible for helping individuals and organizations reach their goals.

- One of the most powerful tools in a trainer's toolbox is their platform skills.
  - Developing and deliver engaging training sessions
  - Ability to effectively communicate complex ideas and concepts
  - Knowledge of adult learning principles and best practices
  - Your excellence in problem solving and decision making
  - Ability to analyze training needs and develop appropriate solutions
  - Strong organizational and project management skills
  - Your ability to design and deliver e-learning course and more

# **5 Powerful Platform Skills**



### **Engage with the audience**

- Establish a connection with your audience by introducing yourself, setting expectations, and make sure everyone is comfortable.
  - Introduce yourself
  - Ask questions. Be interactive with the audience.
  - Provide an overview of the topic
  - Be enthusiastic
  - Be passionate about the topic you are teaching
  - Provide feedback and encourage your participants.

#### **Knowledge of the Content**

- In order to effectively teach and engage with students you must stay knowledgeable in your subject matter
- Understand the subject and the material in order to facilitate

#### **Facilitate Conversations**

Create an atmosphere of open dialogue and understanding. Here are some tips to help you facilitate a conversation in a polite and forceful man.



Set the tone



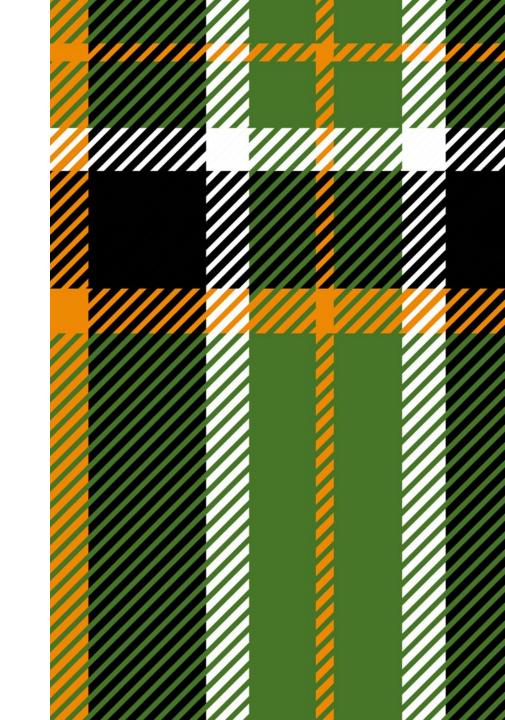
**Encourage participation** 



Stay focused on topic

# Create an Inclusive Learning Environment

- Every participant wants to feel safe and respected in the classroom.
- It is important to make sure that everyone is included in the classroom.
- Here are some tips to help create an inclusive learning wenviornment.
  - Display posters that celebrate diversity
  - Provide equal access to resources and tools
  - Foster an environment of inclusion and respect.
  - Create an environment of open communication





# **Create an Engaging Learning Experience**

#### The Goal; Learn and Retain

- Create a comfortable and inviting learning experience
  - Being compassionate to the needs of the learner.
  - Being attentive
  - Provide activities that are interesting and relevant to the topic
  - Use Visuals, Videos, and Interactive activities

#### **Conclusion**

- Engage and motivate participants
- Excellent communication and presentation skills
- Ability to create and deliver effective training materials
- Knowledge of adult learning principles
- Facilitate group discussion and activates.
- Assess and evaluate training effectiveness
- Ability to adapt training to meet the needs of diverse learners





#### **Contact Me**

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