

TEACHING AND TRAINING ADULTS (MICRO-CREDENTIAL)

Program: TTMC

Credential: Recognition of Achievement

Delivery: Part-time, micro-credential

Length: 1 semester

Duration: 54 hours

Effective: Fall 2024, Winter 2025, Summer 2025

Location: Barrie, Midland, Muskoka, Orangeville, Orillia, Owen Sound, South Georgian Bay

Description

This micro-credential is for anyone interested in teaching and training in industry and/or an academic environment. It is designed to develop the skills and knowledge of novices and refine the skills of current practitioners. Each module emphasizes principles involved in the adult learning process. Coaching, facilitation skills, active participation, and learning by doing are stressed. The skills, ideas, expertise, and knowledge of the participants are utilized as key resources in learning about instructing adults.

Career Opportunities

Through theoretical, practical and participatory training, graduates of the Teaching and Training Adults Micro-credential will possess a diverse range of skills. Graduates will be prepared with the necessary skills to undertake training positions in business, industry, or colleges within their community, based on their particular area of expertise.

Program Learning Outcomes

The graduate has reliably demonstrated the ability to:

1. apply adult learning principles to the development and delivery of a lesson plan;
2. engage learners to improve motivation, performance and goal achievement;
3. select and implement a variety of teaching methods to facilitate adult learning;
4. construct formative and summative methods to assess learning outcomes;
5. develop and demonstrate an educational philosophy for continuous teaching and learning.

External Recognition

Teaching and Training Adults is recognized by The Institute for Performance and Learning.

Learners who have successfully completed Teaching and Training Adults Micro-credential can have this represent one year of experience towards the [Institute's Certified Training and Development Professional \(CTDP\) certification](https://performanceandlearning.ca/page/certification_main/) (https://performanceandlearning.ca/page/certification_main/).

Program Progression

Teaching/Training Adults (TATA 0023) is a prerequisite for all other modules and must be taken first. Mandatory modules must be taken in

the order outlined below. The modules are sequenced toward the Micro-teaching Clinic (TATA 0028), with each module building on the skills learned in the previous modules.

1. TATA 0023 – Teaching/Training Adults (MC)
2. TATA 0024 – Engaging Adult Learners (MC)
3. TATA 0025 – Preparing a Lesson Plan (MC)
4. TATA 0026 – Teaching/Training Methods (MC)
5. TATA 0027 – Assessing Learning (MC)
6. TATA 0028 – Micro-teaching Clinic (MC)

Graduation Requirements

6 Program Modules

2 Program Option Modules

Graduation Eligibility

Students must successfully complete all required courses as noted below. Further details, if applicable, are noted under "Additional Information" above.

Program Tracking

Program Courses		Hours
Modules		
TATA 0023	Teaching/Training Adults (Micro-credential)	12
TATA 0024	Engaging Adult Learners (Micro-credential)	6
TATA 0025	Preparing a Lesson Plan (Micro-credential)	6
TATA 0026	Teaching/Training Methods (Micro-credential)	6
TATA 0027	Assessing Learning (Micro-credential)	6
TATA 0028	Micro-teaching Clinic (Micro-credential)	6
Program Option Modules		
Select 2 modules from the available list during registration.		12
Hours		54
Total Hours		54

Code	Title
Program Option Modules may include:	
TATA 0029	Group Process (Micro-credential)
TATA 0030	Tools for In-Person Teaching/Training (Micro-credential)
TATA 0031	Workplace Learning (Micro-credential)
TATA 0032	Coaching (Micro-credential)
TATA 0034	Developing a Course or Training Plan (Micro-credential)
TATA 0035	Facilitation Skills (Micro-credential)
TATA 0036	Tools for Online Teaching/Training (Micro-credential)
TATA 0037	EDI and B Teaching (Micro-credential)

Graduation Window

Students registered in part-time studies programs must maintain continuous registration in order to complete the program according to the curriculum in place at the time they were admitted. Students who do not remain continuously registered must be readmitted to the program and follow the new curriculum.

Disclaimer: The information in this document is correct at the time of publication. Academic content of programs and courses is revised on an



ongoing basis to ensure relevance to changing educational objectives and employment market needs.

Program outlines may be subject to change in response to emerging situations, in order to facilitate student achievement of the learning outcomes required for graduation. Components such as courses, progression, coop work terms, placements, internships and other requirements may be delivered differently than published.