

## Facilitation basics

McCain, Donald V., author

Deskripsi Lengkap: <https://lib.ui.ac.id/detail?id=20419977&lokasi=lokal>

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### Abstrak

Whether you are a subject matter expert who occasionally takes on a trainer role, a trainer who wants to build on solid presentation skills, or anywhere in between, This book will help you create supportive and effective learning and is designed to improve your facilitation proficiency so you can give face-to-face as well as online and virtual classroom learners your best. It offers practical examples, worksheets, and tools that make workplace learning easy and rewarding. You'll walk away with proven facilitation techniques and a deeper understanding of how to manage difficult participants and use media to support learning. --