

## Introduction to the training manual and arranging the working groups Tuesday, 3 November, 12:40

## Training of Trainers 3 – 6 November 2015, Kakheti, Georgia

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#### PART I. HOW TO DEVELOP AND DELIVER TRAINING ON SEA



#### PART II. TEACHING MODULES ON SEA



# PART I. HOW TO DEVELOP AND DELIVER TRAINING ON SEA

### 4 chapters:

- 1. What it is necessary to know about interactive training
- 2. How to prepare a training session
- 3. How to conduct effective and successful training
- 4. Evaluation of training



# PART II. TEACHING MODULES ON SEA

1. How to introduce SEA

2. How to integrate SEA into plan- & programme-making

3. How to conduct SEA

Topic 1. Screening Topic 2. Scoping Topic 3. Baseline analysis

Topic 7. Monitoring Topic 8. Consultations Topic 9. SEA and decisionmaking

4. How to organize and manage the SEA process

Complete with your inputs / experience



# STRUCTURE OF SEA MODULES/TOPICS

Introduction to the session Theoretical background Practical advice Case example Exercise Group work/discussion Reflection block

Teaching tips Presentation's structure References

how to start teaching this session brief summary & references on the SEA activities provided during the ToT rules & hand-outs rules & discussion questions guiding questions instructions to session's elements adapt as needed



# MULTI-PURPOSE & MULTI-USE

#### PREPARE

```
training sessions / courses / seminars
OF
                                                             research letc.
       various duration (2 h, 1/4 day, ..., 1-2 weeks)
ON
       one / several / all SEA process steps
                                                   case examples !
FOR
       various people
                                             ncorporate
     students in secondary schools & universities
      officials & members of civil society
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### **Questions or comments?**

#### Thank you for your attention







