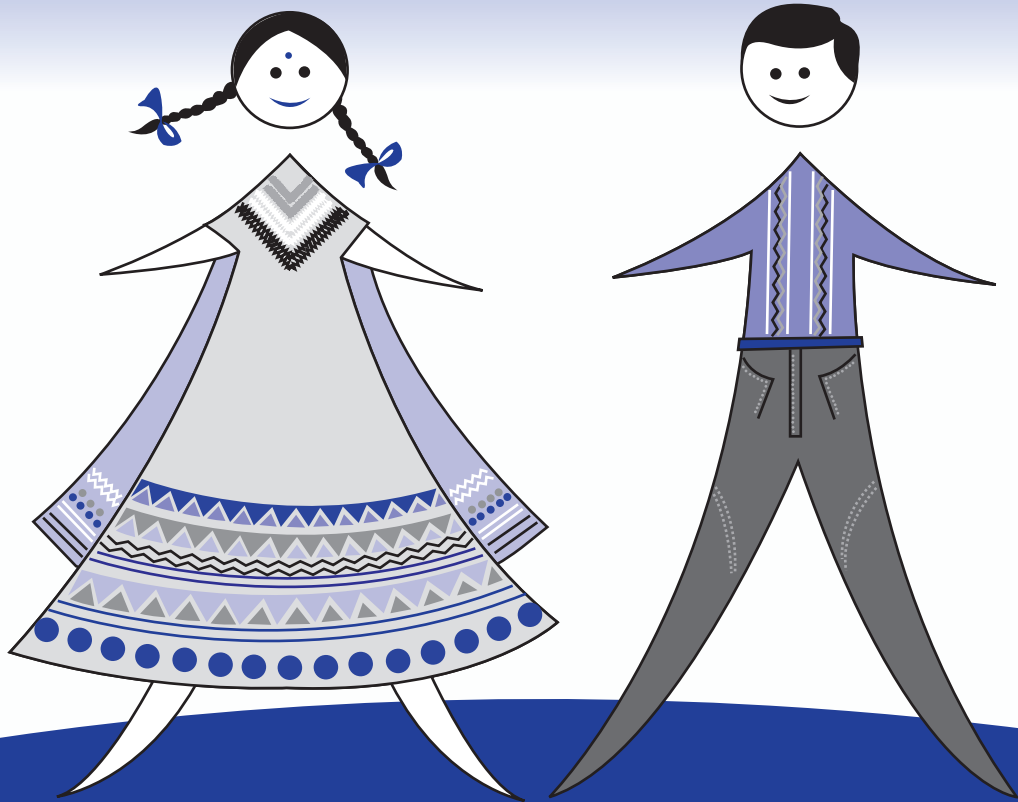


Facilitators' Handbook

For Training of Resource Persons
& Nodal Teachers



Facilitators' Handbook

**For Training of Resource Persons
& Nodal Teachers**

Contents of Facilitators' Handbook

Day - 1						
Session No.	Title	Objectives	Activities	Methods	Life Skills Focussed	Page No.
I	Introductory Session	<p>Participants will be able to:</p> <ul style="list-style-type: none"> • Get familiar with other participants and the Facilitators • Identify ground rules • Understand the objectives and methods being used • Share expectations from the workshop 	<p>Activity 1: Introduction</p> <p>Activity 2: Ground Rules</p> <p>Activity 3: Volunteers for feedback</p> <p>Activity 4: Objectives of the training programme</p>	<ul style="list-style-type: none"> • Brainstorming • Presentation • Discussion in days • VIPP technique (group discussion) • Discussion 	<ul style="list-style-type: none"> • Self-Awareness • Effective-Communication • Critical-Thinking 	24
II	Setting the context	<p>Participants will be able to:</p> <ul style="list-style-type: none"> • Get an overview of Adolescence Education Programme (AEP) • Express the fears and hopes of the Adolescence Education Programme 	<ol style="list-style-type: none"> 1 Situation of Adolescent Health in India 2 Vision for Healthy and Empowered Adolescents 3 Introduction to AEP 4 Hopes and Challenges of AE programme 5 Structure of the Training of Trainers – Learning through participation and interaction 	<ul style="list-style-type: none"> • Presentation 	<ul style="list-style-type: none"> • Critical-Thinking 	30

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Session No.	Title	Objectives	Activities	Methods	Life Skills Focussed	Values.	Page No.
III	Perspective Building on Life-Skills Development	<p>Participants will be able to:</p> <ul style="list-style-type: none"> Understand the concept of Life-Skills Internalise and apply Life-Skills in the day to day life Understand the importance of Self-Awareness 	<p>*Activity 1: Concept of Life Skills</p> <p>*Activity 2: Internalising and Applying Life Skills</p> <p>Activity 3: Developing Emotional Sensitivity (Empathy)</p> <p>Activity 4: Appreciating Oneself</p>	<ul style="list-style-type: none"> Story-Analysis Individual exercise Open discussion Case-Studies / Role-Play Presentation 	<ul style="list-style-type: none"> Empathy Self-Awareness Critical-Thinking Creative-Thinking Interpersonal-Relationship Effective-Communication Problem solving Decision-Making Coping with Stress Dealing with Emotions 	<ul style="list-style-type: none"> Honesty Self Reliance Optimism Compassion Maturity 	45

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Session No.	Title	Objectives	Activities	Methods	Life Skills Focussed	Values.	Page No.
IV	Healthy Growing Up – understanding Adolescence	Participants will be able to: Appreciate and empathise with Adolescents	Activity 1: *Remembering Adolescence Activity 2: Understanding Health and Growing Up Activity 3: Analysis Of Advertisement For Developing Good Nutrition Practices. Activity 4: Self-Esteem Case Studies Activity 5: Clarifying Personal-Beliefs Activity 6: Analysing Strength Weaknesses Opportunities Threats (SWOT) Activity 7: My Value System	<ul style="list-style-type: none"> • Open discussion • Brainstorming • Case-Studies • Group-Work and Presentation • Group-Game 	<ul style="list-style-type: none"> • Critical-Thinking • Empathy • Effective-Communication • Coping with Stress • Dealing with Emotions • Self-Awareness 	<ul style="list-style-type: none"> • Courage • Optimism • Maturity • Respect 	58
V	Preparatory work for Practice-Session						72

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Session No.	Title	Objectives	Activities	Methods	Life Skills Focussed	Values	Page No.
VI	Reflections and Feedback	<p>Participants will be able to:</p> <ul style="list-style-type: none"> Recapitulate the previous day's learning 		As chosen by the volunteers	<ul style="list-style-type: none"> Critical-Thinking 		75
VII	Healthy Growing Up – Adolescent Health Issues (AHI)	<p>Participants will be able to:</p> <ul style="list-style-type: none"> Enhance their knowledge of AHI Understand the importance of addressing AHI Address the AHI with the students 	<p>Activity 1: Healthy Growing Up</p> <p>Activity 2: Let's Celebrate Abstinence</p> <p>Activity 3: Menstrual Hygiene</p> <p>Activity 4: Rights and Responsibilities</p> <p>Activity 5: Understanding Relationships and Building on Positive Traits</p> <p>Activity 6: The Person I Admire</p> <p>Activity 7: Positive-Strokes for Creating A Zone of Happiness</p> <p>Activity 8: Johari Window</p> <p>Activity 9: Different Roles different expectations</p>	<ul style="list-style-type: none"> Group guided discussion Case-Study Brain-Storming Role-Play 	<ul style="list-style-type: none"> Critical-Thinking Empathy Effective-Communication Problem-Solving Decision-Making Coping with Stress Dealing with Emotions 	<ul style="list-style-type: none"> Respect Responsibility Compassion Humility 	76

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Session No.	Title	Objectives	Activities	Methods	Life Skills Focussed	Values	Page No.
VIII	RTI/STI or HIV	<p>Participants will be able to:</p> <ul style="list-style-type: none"> Acquire authentic knowledge about STIs/ RTIs and HIV/AIDS. 	<p>Activity 10: Let's Clarify Whose Job is it to... ?</p> <p>Activity 11: Understanding Gender</p> <p>Activity 12: Analysing Short Stories for Gender Stereotypes</p> <p>Activity 13: Gender - Discrimination</p> <p>Activity 14: Sexual-Abuse Awareness Building and Sensitising</p> <p>Activity 15: Sexual-Abuse What Can I Do?</p>	<ul style="list-style-type: none"> Quiz / Questions & Answers Group-Game Presentation 	<ul style="list-style-type: none"> Critical-Thinking 	<ul style="list-style-type: none"> Cleanliness Responsibility Determination 	105

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Session No.	Title	Objectives	Activities	Methods	Life Skills Focussed	Values	Page No.
			Activity 4: Crossing The Road Activity 5: What If...? Activity 6: Social Issues of HIV/AIDS Activity 7: Who Discriminates?				
IX	Living Positively	Participants will be able to: <ul style="list-style-type: none"> Appreciate the challenges and develop an empathetic attitude towards PLWHA 	Activity 1: Learning to be compassionate Activity 2: Attitudes- AIDS, Creating Empathy	<ul style="list-style-type: none"> Case-Study Role-Play Group-Discussion 	<ul style="list-style-type: none"> Empathy Self-Awareness Critical-Thinking Dealing with Emotions Coping with Stress Problem-Solving 	<ul style="list-style-type: none"> Optimism Determination Compassion Courage Responsibility Maturity 	123
X	Advance preparation for Day 4 practice session	Participants will be able to: <ul style="list-style-type: none"> Learn how to plan for student activities 		<ul style="list-style-type: none"> Small Group Discussion 	<ul style="list-style-type: none"> Critical-Thinking Effective-Communication Decision-Making Problem-Solving 		128

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Session No.	Title	Objectives	Activities	Methods	Life Skills Focussed	Values	Page No.
XI	Reflections and Feedback	<p>Participants will be able to:</p> <ul style="list-style-type: none"> Recapitulate the previous day's learning 		<ul style="list-style-type: none"> As chosen by the volunteers 	<ul style="list-style-type: none"> Critical-Thinking 		130
XII	Enhancing Decision-Making Skills	<p>Participants will be able to:</p> <ul style="list-style-type: none"> Experience the process of Decision-Making Enhance the Decision-Making Capability of Students 	<p>Activity 1 : Make a bid</p> <p>Activity 2 : Let's do-Making Decisions</p>	<ul style="list-style-type: none"> Group-Game Simulated situations relevant to Nodal Teachers and Adolescents Group-Discussion 	<ul style="list-style-type: none"> Problem-Solving Decision-Making Critical-Thinking Creative-Thinking 	<ul style="list-style-type: none"> Accountability Responsibility Courage Determination Discipline 	131

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Session No.	Title	Objectives	Activities	Methods	Life Skills Focussed	Values	Page No.
XIII	Preventing Substance-Abuse	<p>Participants will be able to:</p> <ul style="list-style-type: none"> Understand various Substances of Abuse, reasons why Adolescents indulge in Substance Abuse, its negative consequences, risks & protective factors Learn about Peer Pressure and its impact on Decision-Making Differentiate the ways of communicating and their suitability in different situations 	<p>Activity 1 : Know the facts</p> <p>Activity 2: Influence of Advertising Media on Drinking and Smoking</p> <p>Activity 3: But This Is Not Fair! (Being Responsible)</p> <p>Activity 4 : Expressing what do you mean?</p>	<ul style="list-style-type: none"> Group work and presentation Case-Study Individual exercise Role-Plays 	<ul style="list-style-type: none"> Critical-Thinking Decision-Making Problem-Solving Self-Awareness Effective-Communication Interpersonal-Relationships 	-do-	137
XIV	Coping with Peer-Pressure & Stress	<p>Participants will be able to:</p> <ul style="list-style-type: none"> Equip themselves with the skills to resist negative peer pressure Replicate the process learnt and train the adolescents to resist peer pressure 	<p>Activity 1 : Let's know – Peer Pressure</p> <p>Activity 2 : Resisting Peer Pressure</p> <p>Activity 3 : Practising Abstinence "How To Say No"</p>	<ul style="list-style-type: none"> Role-Play Group-Discussion Situation-Analysis 	<ul style="list-style-type: none"> Effective Communication Decision-Making Critical-Thinking Creative-Thinking Empathy Self-Awareness Coping with Stress Dealing with Emotions 	<ul style="list-style-type: none"> Discipline Determination Courage 	153

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Session No.	Title	Objectives	Activities	Methods	Life Skills Focussed	Values	Page No.
			Activity 4 : Coping with Stress Activity 5 : Colours of Life Activity 6 : Learning To Deal with Anger				
XV	Tips on Facilitation	Participants will be able to: <ul style="list-style-type: none"> Learn effective facilitation techniques 	<ul style="list-style-type: none"> Facilitation vs Teaching Do's and don't's of good facilitation Essentials of facilitation Challenging situations during facilitation 	<ul style="list-style-type: none"> Group work and presentation 	<ul style="list-style-type: none"> Self-Awareness Critical-Thinking Effective-Communication Interpersonal-Relationships 		169
XVI	Advance Preparation for Day 4 Practice Session	Participants will be able to: <ul style="list-style-type: none"> Learn how to plan for student activities 		<ul style="list-style-type: none"> Small Group Discussions 	<ul style="list-style-type: none"> Critical-Thinking Effective-Communication Problem-Solving Decision-Making 		172

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Session No.	Title	Objectives	Activities	Methods	Life Skills Focused	Page No.
XVII	Reflections and Feedback	<p>Participants will be able to:</p> <ul style="list-style-type: none"> Recapitulate the previous day learning 		<ul style="list-style-type: none"> As chosen by the volunteers 	<ul style="list-style-type: none"> Critical-Thinking 	174
XVIII	Practice Session with the students	<p>Participants will be able to:</p> <ul style="list-style-type: none"> Gain first hand experience of conducting classroom sessions 	<ul style="list-style-type: none"> Healthy Growing-Up Adolescent Health Issues (AHI) RTI / STI and HIV / AIDS 	<ul style="list-style-type: none"> As chosen by participants 	<ul style="list-style-type: none"> Interpersonal-Relationships Creative-Thinking Critical-Thinking Effective-Communication 	175
XIX	Debrief of the school visit	<p>Participants will be able to:</p> <ul style="list-style-type: none"> Identify the gaps and strengths in the training process 	Debrief of the school visit	<ul style="list-style-type: none"> Group-Discussion 	<ul style="list-style-type: none"> Critical-Thinking 	177
XX	Teachers as Counsellors	<p>Participants will be able to:</p> <ul style="list-style-type: none"> Learn how to apply the Counselling Techniques in Classroom Settings 	<ul style="list-style-type: none"> Counselling Principles Qualities of an Effective Counsellor 	<ul style="list-style-type: none"> Role-Play 	<ul style="list-style-type: none"> Empathy Self-Awareness Interpersonal-Relationships Effective-Communication 	178
XXI	Advance preparation for Day 5 practice session	<p>Participants will be able to:</p> <ul style="list-style-type: none"> Learn how to plan for student activities 		<ul style="list-style-type: none"> Small group discussions 	<ul style="list-style-type: none"> Critical thinking Effective communication Problem solving Decision making 	181

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Session No.	Title	Objectives	Activities	Methods	Life Skills Focussed	Page No.
XXII	Reflections and Feedback	<ul style="list-style-type: none"> Recapitulate the previous day's learning 		<ul style="list-style-type: none"> As chosen by the volunteers 	<ul style="list-style-type: none"> Critical-Thinking 	183
XXIII	Practice-Session with the students	<ul style="list-style-type: none"> Gain first hand experience of conducting classroom sessions 	Participants take sessions with students: Preventing Substance Abuse	<ul style="list-style-type: none"> As chosen by participants 	<ul style="list-style-type: none"> Interpersonal-Relationships Creative-Thinking Critical-Thinking Effective-Communication 	184
XXIV	Debrief of the school visit	<ul style="list-style-type: none"> Identify the gaps and strengths in the training process 	Debrief of the school visit	<ul style="list-style-type: none"> Group-Discussion 	<ul style="list-style-type: none"> Critical-Thinking 	185
XXV	Future Action-Plan	<ul style="list-style-type: none"> Understand the process of evaluation 	Future Action-Plan Monitoring and Evaluation Responsibility of Participants	<ul style="list-style-type: none"> Presentation 	<ul style="list-style-type: none"> Critical-Thinking 	187
XXVI	Guided Meditation and Creative Visualization		Guided Meditation and Creative Visualization			190
XXVII	Feedback and Conclusion	<ul style="list-style-type: none"> Give feedback of the 5-day training workshop 	<ul style="list-style-type: none"> Workshop Evaluation 	<ul style="list-style-type: none"> Feedback Form 	<ul style="list-style-type: none"> Self-Awareness Critical-Thinking 	197

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List of Abbreviations

AEP	-	Adolescence Education Programme
AIDS	-	Acquired Immune Deficiency Syndrome
AHI	-	Adolescent Health Issues
ART	-	Anti-retroviral Therapy
CBSE	-	Central Board of Secondary Education
COBSE	-	Council of Boards of School Education in India
ELISA	-	Enzyme Linked Immunosorbent Assay
HIV	-	Human Immunodeficiency Virus
HAART	-	Highly Aggressive Anti-retroviral Therapy
KVS	-	Kendriya Vidyalaya Sangathan
MHRD	-	Ministry of Human Resource Development
MoHFW	-	Ministry of Health and Family Welfare
MoYAS	-	Ministry of Youth Affairs and Sports
NACO	-	National AIDS Control Organisation
NCERT	-	National Council of Educational Research and Training
NIOS	-	National Institute of Open Schooling
NT	-	Nodal Teacher
NVS	-	Navodaya Vidyalaya Samiti
PCR-DNA	-	Polymerase Chain Reaction-Deoxyribonucleic Acid
PLWHA	-	People Living With HIV/AIDS
RCH	-	Reproductive and Child Health Programme
RTI	-	Reproductive Tract Infection
SRP	-	State Resource Person
STI	-	Sexually Transmitted Infection
UNFPA	-	United Nations Population Fund
UNICEF	-	United Nations Children's Fund
UNODC	-	United Nations Office on Drugs and Crime
VIPP	-	Visualisation in Participatory Processes
ICTC	-	Integrated Counselling and Testing Center