

Tips for Use of Small Groups

- Give them a task.
- The task should result in a product.
- Give a time limit.
- You set the groups, not them; can be done in a variety of ways.
- Groups of four to six people
- Clarify task for a floundering group.
- Be sure someone has been designated as leader and someone else as recorder in each group. Rotate these tasks during the course.
- Each leader presents product to the whole group.
- Trainer adds knowledge to group reports.