



## PRINCIPLES OF ADULT LEARNING (PAL) TRAINING DEVELOPING LIST

To meet this requirement the trainer applicants must have completed coursework focused on the unique needs and characteristics of adults as learners or received training in Principles of Adult Learning (PAL) Training. The trainer applicant must document at least 6 hours of coursework or training in the following:

- Best Practices for Adult Education
- Instructional Design
- Facilitation
- Assessment for Adult Education

### Resources for Principles of Adult Learning (PAL) Training

This 6 hour requirement may be met in a number of ways:

#### College Coursework Previously Taken

To document these clock hours of training in adult education or adult development, the applicant must submit a copy of the transcript showing satisfactory completion of the course or courses. Additionally, official course descriptions from the college catalog may be required.

#### Training of Trainers

Applicants may have attended training of trainers classes in face-to-face or online formats. These are classes that prepare a trainer to present a specified training curriculum or that include content on how to organize training sessions, develop a training business, etc. To document these clock hours, the trainer must submit a copy of the certificate that includes training organization information, trainer name, dates, and clock hours of training received.

**Please visit each website to find the cost of each individual training offered by the following organizations:**

#### National Conferences and Trainings

**National Association for the Education of Young Children** offers a conference each year, The National Institute for Early Childhood Professional Development. Typically held in June, the institute is designed for those who provide professional development experiences for the early childhood workforce. Trainers may find opportunities to gain knowledge in adult development and adult education that would help them meet the trainer application requirement. Check NAEYC's website: <http://www.naeyc.org/> for more information.



## Professional Courses, Conferences, and Workshops

### ProSolutions Training

#### Train the Trainer: The Basics of Instructional Design and Adult Learning Theory

Languages: English, Spanish

This train the trainer bundle contains 10 hours of online coursework covering the basic elements of adult learning theory and instructional design. Topics in this package include linking adult learning principles to practice, needs analysis, curriculum development, basic facilitation skills, online learning, and evaluation.

Modules Included:

- What You Don't Know Can Undermine Your Course: Analyzing Training Needs - 1 Hour
- Designing Training With the End in Mind - 2 Hours
- Training Development and the Instructional Plan - 2 Hours
- Basic Facilitation Skills for Trainers - 2 Hours
- Reimagining Training: It's Not Your Old School Classroom! - 2 hours
- Evaluating Training Effectiveness - 1 Hour

Learn more about the course: [https://www.prosolutionstraining.com/store/product/index.cfm?ProductVersion\\_id=2126&uLanguage\\_id=1](https://www.prosolutionstraining.com/store/product/index.cfm?ProductVersion_id=2126&uLanguage_id=1)



**thread** will provide you with a free, year-long subscription to ProSolutions Training! Sign up here: <https://thread.tfaforms.net/172>

### Fred Pryor

#### Training the Trainer

Typically a one-day seminar that includes 6 contact hours and addresses all Adult Learning Styles. Regional, state, or national conferences often include sessions on training, adult education, or adult development.

<https://www.pryor.com/training-seminars/training-the-trainer/>

**Oregon Association for the Education of Young Children** often includes trainer sessions at their conferences. For information on upcoming state or regional ORAEYC conferences see the website: <https://www.oraeyc.org/professionaldevelopment>

**Association for Talent Development (ATD)** offers various courses for adult educators that may fulfill the requirement. Check out their calendar and training offering on their website.

<https://www.td.org/education>



**Portland State University** has a Training and Development Graduate Certificate. Most courses are three credits. Any of the courses can be taken individually after Principles of Training and Development. Fees vary by course. Some courses are offered on-line. For more information, see the Certificate Information page on PSU's CED website: <https://www.pdx.edu/education/training-and-development/program-details>

**University of Phoenix** offers graduate level coursework in adult education and training. In addition to individual courses, the Master of Arts in Education/Adult Education and Training (MAED/AET) is available. MAED/AET is a 35-credit program of study designed for individuals who wish to develop the skills to work with adult learners. The curriculum encompasses instruction in adult learning theory, the needs of diverse learners, critical issues and trends in adult education and training, instructional design and strategies, the use of technologies, and assessment. It also provides courses that address coaching and mentoring, e-learning, and e-learning web design technologies. Information about the program can be accessed at: <https://www.phoenix.edu/online-education-degrees/masters.html>