

Transnational Crimes Training-of-Trainers (ToT) II: Faculty Development II

Karnataka State Judicial Academy
March 26-28, 2024

Tuesday, March 26, 2024

9:00 a.m. **Welcome & Overview**

Maria Ladrón de Guevara, Program Manager, CEELI Institute
Hon. Judge Anthony Porcelli, U.S. Court for the Middle District of Florida

9:10 a.m. **Team Presentations: Content Outlines**

Each team will have **ten minutes** to present a summary of their content outlines.

This report should address:

- Topics to be covered in each session of the module
- How the content be reinforced by the proposed learning activities

We will have **five minutes** after each presentation for questions and comments.

Maria Ladrón de Guevara

10:15 a.m. **The Art of Asking Good Questions**

Class discussion is an effective tool for exploring the complexities of a legal or procedural issue. Discussion questions can be used to amplify the session learning objectives by reinforcing content or inviting analysis. During this session we will consider how learning objectives drive the content and scope of discussion questions and strategies for crafting narrow and more open-ended questions. We will also look at four questions pulled from the Team Content Outlines and discuss how they might be revised.

Hon. Judge Noelle C. Collins, U.S. District Court for the Eastern District of Missouri
Hon. Judge Anthony Porcelli, U.S. Court for the Middle District of Florida

10:30 a.m. Break

10:45 a.m. The Fact Pattern: A Review

We will review the revised workshop fact pattern:

- Does it raise all of the issues to be covered in the workshop?
- Does it meet the criteria for a strong fact pattern (clear, concise, engaging)?
- Is an addendum (additional topic-specific facts) needed?

Hon. Judge Anthony Porcelli

Hon. Judge Noelle C. Collins

11:45 a.m. Discussion Questions

Activity: Writing Exercise

Each participant will draft three discussion questions based upon its content. At least one of the questions will use the workshop fact pattern.

Hon. Judge Noelle C. Collins

Hon. Judge Anthony Porcelli

12:15 p.m. Lunch

1:15 p.m. Facilitation Skills

Teaching professionals is more a process of facilitation than instruction. What is the difference? How can a robust discussion guide the learning process? What are strategies for managing unexpected situations in the classroom?

Hon. Judge Anthony Porcelli

Hon. Judge Noelle C. Collins

2:00 p.m. Facilitation Skills

Activity: Practice

Each participant will have **5 minutes** to facilitate a discussion of their session content. Colleagues will play the role of ‘students’ and will be assigned a ‘profile’ for the discussion. There will be **5 minutes** of feedback after each facilitation exercise.

Participant One, Two, and Three will facilitate a discussion of their session content.

Maria Ladrón de Guevara

2:35 p.m. Break

2:50 p.m.

Activity: Facilitation Skills (continued)

Participant Four, Five, Six, Seven and Eight will facilitate a discussion of their session content.

4:00 p.m.

Wrap-Up

Questions and a preview of tomorrow.

Maria Ladrón de Guevara

Wednesday, March 27, 2024

9:00 a.m.

Presentation skills

What are the elements of an effective presentation? We will discuss how to use learning objectives to structure a presentation, the elements of an effective presentation, and strategies for engaging with workshop participants.

Hon. Judge Noelle C. Collins

Hon. Judge Anthony Porcelli

9:20 a.m.

Activity: Presentation Skills

Each participant will have **10 minutes** to present a portion of their session content, followed by **5 minutes** of feedback. Participants will have 15 minutes to prepare their presentations.

Participant One, Two, Three and Four will present a portion of their session content.

All Faculty

10:35 a.m.

Break

10:50 a.m.

Activity: Presentation Skills (Cont.)

Participant Five, Six, Seven and Eight will present a portion of their session content.

12:00 p.m.

Lunch

1:00 p.m.

The Learning Activity Plan

At the last workshop, we introduced 8 different types of learning activities and discussed how to select an activity suited to the session content and instructor goals. During this session, each group will choose one type of activity (quiz, think/pair/share, discussion using fact pattern, fishbowl, etc.) to use for their session (with no overlap among groups). Participants will have **20 minutes** to complete a Learning Activity Plan for this planned activity.

After 20 minutes we will reassemble and each participant will have **5 minutes** to present its activity, explain how it will support the objectives of its session, and describe how it will be implemented.

Hon. Judge Anthony Porcelli

Hon. Judge Noelle C. Collins

2:25 p.m.

Break

2:35 p.m.

Wrap-Up

Questions and a preview of tomorrow.

Maria Ladrón de Guevara

2:45 p.m.

Team Meetings with Faculty

All Faculty

4:45 p.m.

Day Concludes

Thursday, March 28, 2024

9:00 a.m.

PowerPoint: A Primer

There are a wide variety of visual aids that can be used to facilitate learning and reinforce content. PowerPoint slides are one such tool, if well-designed and used effectively.

Hon. Judge Patricia Barksdale, U.S. District Court for the Middle District of Florida

Celine Calpo, Program Specialist, Federal Judicial Center

9:45 a.m.

PowerPoint Clinic

Participants will have the next **60 minutes** to work on their PPT presentations and consult with faculty and colleagues. One of the slides must contain instructions for a learning activity.

Maria Ladrón de Guevara

10:45 a.m.

Break

11:00 a.m.

Activity: Practicing with Learning Activities

Each participant will have **15 minutes** to facilitate a segment of its learning activity, followed by **5 minutes** of feedback. The activity can be based upon the workshop fact pattern, but it does not have to be.

During this session, participants will have **45 minutes to prepare** before the practice session begins. Please email your slide to Ankita during this session.

11:45 a.m.

Practicing with Learning Activities (Cont.)

Each participant will have **15 minutes** to facilitate a segment of its learning activity, followed by **5 minutes** of feedback.

Participant One and Two will facilitate a segment of its learning activity.

12:30 p.m.

Lunch

1:30 p.m.

Practicing with Learning Activities (Cont.)

Each participant will have **15 minutes** to facilitate a segment of its learning activity, followed by **5 minutes** of feedback.

Participant Three, Four and Five facilitate a segment of its learning activity.

2:30 p.m.

Break

2:45 p.m.

Practicing with Learning Activities (Cont.)

Participant Six, Seven and Eight facilitate a segment of its learning activity.

3:45 p.m.

Building the Agenda: Session Descriptions

Teams will draft a short agenda description for each of their workshop sessions. Faculty will review the drafts over lunch and offer feedback.

Maria Ladrón de Guevara

4:05 p.m.

Workshop Materials

Written materials — including case summaries, lists of relevant case law, and practical checklists — are important components of a workshop session. They provide support for what was covered and also offer resources addressing related topics that were not covered. The process of selecting and preparing workshop materials requires as much intention and preparation as every other aspect of workshop planning.

Hon. Judge Anthony Porcelli

Hon. Judge Noelle C. Collins

4:25 p.m.

Preparation for TOT Three: Pulling it All Together

We will discuss the points raised in the handout “Pulling it All Together” and review deadlines for submitting materials.

Hon. Judge Anthony Porcelli

Maria Ladrón de Guevara

4:45 p.m.

Program Concludes