

## Introduction of District Trainer Training Course S3

### Objectives

- Refresh contents of Commune Road Maintenance Handbook
- Give knowledge on Community Maintenance Roadwork's Supervision & Audit
- Improve the practicing skills on Rural Road Maintenance and Community Maintenance Roadwork's Supervision & Audit
- Give knowledge on Adult Training Technique

*District Trainer has capacity to carry D\_course on Rural Road Maintenance at District level (Courses of D1/D2-D3b-D4 and D5 Activity)*

### Participant Requirement

Transport District Staffs that have minimum professional qualification of Transport Technical Secondary School

### Contents

Main contents:

- Adult Training Technique
- Rural Road Maintenance
- Community Maintenance Roadwork's Supervision & Audit

### Training kit

- Commune Road Maintenance Handbook
- Training Modules on Rural Road Maintenance
- Training Modules on Adult Training Technique
- Film, drawings, pictures... of Rural Road Maintenance

### Method

- Provide the knowledge on Adult Training Technique
- Systematize the knowledge on rural road maintenance
- Provide the knowledge on Community Maintenance Roadwork's Supervision & Audit
- Teaching Practice
- Do exercises & Practical Training Practice
- Field Practice & Field Practice Guidance

### Arrangement

















- Place: at Province
- Trainer: PDOT Trainer
- Duration: 5 days

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### Assessment

- Self - assessment after fulfilling each module on Adult Training Technique
- Course Effectiveness Evaluation
- Certificate

### Agenda of 5 - day of District Trainer Training

	8h00	9h00	10h00	11h00	11h30 -13h30	13h30	14h00	15h00	16h00	17h00
<b>Day 1</b>	<ul style="list-style-type: none"> <li>- Opening Speech</li> <li>- Introduce the Training Matrix on Rural Road Maintenance &amp; Provincial 2<sup>nd</sup> Training Program</li> </ul>	<ul style="list-style-type: none"> <li>- D3 course content (Local Leader &amp; Rural Maintenance Roadwork - M8 module &amp; supporting modules - M1; M2; M3; M5; M6; M7)</li> </ul>		<ul style="list-style-type: none"> <li>- D1/D2 course content (Basic Concepts - M1; M2; M3/ Maintenance Techniques - M12; M13; M14 / Cost Estimating M16 Module &amp; supporting modules)</li> </ul>		<ul style="list-style-type: none"> <li>- D1/D2 course content (cont.) (Rural Road Maintenance Planning - M17 module &amp; supporting modules (M4; M7; M9; M10; M11; M12; M13; M14; M15))</li> </ul>		<ul style="list-style-type: none"> <li>- Finished Work Quantity Measurement of Rural Road Maintenance (Module M18)</li> <li>- Rural Road Maintenance Quality Assessment (Module M19)</li> <li>- Community Rural Road Maintenance Supervision and Audit (Module M20)</li> </ul>		
<b>Day 2</b>	<ul style="list-style-type: none"> <li>- D4 course content (Community Supervision - M20 module &amp; supporting modules) M1; M2; M3; M4; M11; M12; M13; M14 M15; M18; M19)</li> </ul>	<ul style="list-style-type: none"> <li>- Introduce the Agenda of D_Courses</li> <li>- Group discussion on Agenda of D_Courses</li> </ul>		<ul style="list-style-type: none"> <li>- Group discussion on Agenda of D_Courses (cont.)</li> <li>- Group discussion report</li> </ul>		<ul style="list-style-type: none"> <li>- Modular Training Approach &amp; Review (T1 module)</li> <li>- Adult Training (T2 module)</li> <li>- Class Arrangement (T4 module)</li> <li>- Effective Group Discussion (T6 module)</li> </ul>		<ul style="list-style-type: none"> <li>Practice Group Discussion Organization + Group Splitting</li> <li>+ Discussion issue selection (included in the rural road maintenance content)</li> <li>+ Discussion on the method of group splitting, class arrangement of group discussion, steps of discussion &amp; report</li> <li>+ Group discussion report</li> </ul>		
<b>Day 3</b>	<ul style="list-style-type: none"> <li>- Presentation &amp; Explanation Skills (T5 module)</li> <li>- Popular Teaching Facilities (T3 module)</li> </ul>	<ul style="list-style-type: none"> <li>- Practice on Modular Training</li> <li>+ Group splitting</li> <li>+ Select module</li> <li>+ Trial teaching in group</li> </ul>		<ul style="list-style-type: none"> <li>- Practice on Modular Training (cont.)</li> <li>+ Trial teaching in group</li> <li>+ Collect experience on trial teaching</li> </ul>		<ul style="list-style-type: none"> <li>- Practice on Modular Training (cont.)</li> <li>+ Trial teaching by group representative</li> <li>+ Comments of PDOT Trainer &amp; Trainees</li> <li>+ Collect experience</li> </ul>		<ul style="list-style-type: none"> <li>- Practical Training (T7 module)</li> <li>- Group discussion on field practice organization &amp; preparation</li> <li>+ Group Splitting</li> <li>+ Group discussion on field practice organization &amp; preparation</li> <li>+ Group discussion report</li> </ul>		
<b>Day 4</b>	<ul style="list-style-type: none"> <li>- Field Practice (Splitted group) with following contents:</li> <li>+ Practice on conducting field survey (field introduction, survey method, field survey forms introduction)</li> <li>+ Field survey &amp; fill the survey forms</li> <li>+ Practice on conducting field survey for Rural Road Maintenance Community Supervision (field introduction, survey method, field survey forms introduction)</li> <li>+ Field Practice on Rural Road Maintenance Community Supervision</li> </ul>				<ul style="list-style-type: none"> <li>- Group discussion on field practice</li> <li>+ Preparing field survey report</li> <li>+ Preparing report of experience on field survey organization &amp; implementation</li> <li>+ Group discussion report</li> </ul>		<ul style="list-style-type: none"> <li>- Do exercise on rural road maintenance estimating (using field survey data and M16 module)</li> <li>- Do exercise on rural road maintenance planning (using the form in M17 module)</li> </ul>			
<b>Day 5</b>	<ul style="list-style-type: none"> <li>- Practice on Practical Training :</li> <li>+ Group splitting</li> <li>+ Assign tasks for group (cost estimating; planning)</li> <li>+ Trial teaching on assigned task in group</li> <li>+ Collect experience on trial teaching</li> </ul>		<ul style="list-style-type: none"> <li>- Practice on Practical Training (con.)</li> <li>+ Trial teaching by group representative</li> <li>+ Comments of PDOT Trainer &amp; Trainees</li> </ul>		<ul style="list-style-type: none"> <li>- Discussion on D_courses &amp; Activities: Organization/ Management/ Report</li> <li>+ PDOT Trainer Presentation</li> <li>+ Discussion</li> <li>+ Summary</li> </ul>		<ul style="list-style-type: none"> <li>- Course Assessment</li> <li>+ Fill EE form</li> <li>+ Presentation on Course Assessment of PDOT Trainer</li> <li>- Closing Speech &amp; Grant Certificate</li> </ul>			
				Coffee Break			Lunch			