# Capacity Development on Chemical Management Training Programme for Multipliers

FABRIC Pakistan – Didactical Skills workshop (T7)

Promotion of Sustainability in the Textile and Garment Industry in Asia-FABRIC







## Training programme for chemical management multipliers

#### Agenda of Workshop "Didactical & facilitation skills (T7) 05 August 2021, Ti

05 August 2021, Time: 10:00 AM - 13:00 AM

| Time                | Agenda  | Facilitation by   |  |  |  |
|---------------------|---|-------------------|--|--|--|
| 10:00 AM - 10:15 AM | <ul> <li>Welcome</li> <li>Agenda of the day</li> <li>Purpose</li> <li>Q&amp;A re T6</li> </ul>  | Arjmand           |  |  |  |
| 10:15 AM – 11:00AM  | <ul> <li>Reflecting on common challenges in reaching out to factory teams</li> <li>Self-reflection/Brainstorming</li> <li>Industry perspective (presentation by industry representatives)</li> <li>Collection of issues to be addressed</li> </ul>  | Jürgen            |  |  |  |
|                     | 05 Min Break  |                   |  |  |  |
| 11:05 AM - 11:50 AM | <ul> <li>Considering good advisory and training practices</li> <li>Group discussion on "Characteristics of a good consultant /good trainer</li> <li>How to enhance quality of outreach as an advisors</li> <li>Putting the industry client into the driver's seat (Dialogue of Sustainability)</li> </ul>   | Jürgen/Salman     |  |  |  |
| 05 Min Break        |   |                   |  |  |  |
| 11:55 AM – 12:50 AM | <ul> <li>Applying good practices in CM training delivery</li> <li>Plenum brainstorming – The disaster training"</li> <li>Distinguishing between teaching students and industry people</li> <li>Relate to nexus of learning/competence needs, learning objectives, learning experience/delivery, learning impact assessment</li> <li>How to moderate and conducte e-learning training</li> </ul> | Florian Schindler |  |  |  |
| 12:50 AM - 01:00 Am | Next steps  | Arjmand           |  |  |  |

## Training programme for chemical management multipliers

#### Purpose of today's session

- 1. To be aware of typical challenges as well as expectation of industry clients
- 2. To reflect on our roles as consultants as well as good advisory practices (with special focus on Chemical Management)
- 3. To consider interconnection between competence needs, learning objective, mode learning delivery and learning impact assessment
  - How to formulate good learning objectives
  - How to select learning delivery based on learning objectives
  - How to assess effectiveness of training (based on learning objectives)
- 4. To apply good practices in moderating and delivery of virtual training

- 1. What are common challenges in reaching out to factory teams?
- 2. What are the possible reasons?
- 3. How did you deal with such situations/challenges?

Miro Board

What challenges do the industry clients face with advisory and training services provided to them?

Industry guest speakers

#### In two groups:

Group 1: What are the characteristics of a good consultant?

Group 2: What are the characteristics of a good trainer?

Miro Board

#### Being aware of our different roles

Non-Directive Facilitator Helps clients help themselves Process helper Directive Expert Helps clients by providing expert answers Content helper

| Observer/        | Process        | Problem           | Process        | Educator,       | Technical       | Advocate      | Regulator,       |
|------------------|----------------|-------------------|----------------|-----------------|-----------------|---------------|------------------|
| Clarifier        | Facilitator    | Solving Partner   | Resource       | Trainer         | Expert          | Auvocale      | Enforcer         |
|                  |                |                   |                |                 |                 |               |                  |
| Observes, gives  | Provides       | As equal partner, | Frames issues, | Helps client(s) | Provides expert | Actively      | Protects the     |
| feedback, raises | process        | participates in   | gathers data   | develop new     | information and | promotes best | integrity of the |
| questions, and   | suggestions to | the problem       | and suggests   | knowledge and   | solutions to    | technical     | system in the    |
| helps reframe    | help client(s) | solving process   | new options    | skill           | client(s).      | solutions to  | area of content  |
| concerns.        | find their own | from beginning to |                |                 |                 | client(s).    | expertise.       |
|                  | best answer.   | end.              |                |                 |                 |               |                  |

| What do you want at the end of the project?                          |
|--|
|  |
|  |
|  |
|  |
| Why do you want this?  |
|  |
|  |
|  |
| How will you know you have what you want?                            |
| How will you know you have what you want?                            |
|  |
|  |
|  |
| How will it look/feel/sound when the organisation has this?          |
|  |
|  |
|  |
|  |
| What other assistance will the organisation have to reach this goal? |
|  |
|  |
|  |
| What has stopped you/the organisation doing this until now?          |
| machae support you one organization doing the anti-non.              |
|  |
|  |
|  |
| What are the logistical requirements?                                |
|  |
| Date/by date:  |
| Maximum number of days:  |
|  |
| People involved:   |
|  |
| Location(s) of people involved:                                      |
|  |
| Project driver (time/cost/quality):                                  |
|  |
| Special requirements:  |
|  |

#### **Clarifying client's needs: Guiding questions**

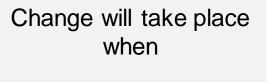
- (1) What do you want at the end of the project?
- (2) Why do you want this?
- (3) How will you know you have what you want?
- (4) How will it look/feel/sound when your organisation has this?
- (5) What other assistance will/does your organisation have to reach this goal?
- (6) What has stopped you/your organisation doing this until now?

#### Who is your client ("Buyer model")

| Typical<br>Client<br>Group                                       | Working<br>Client(s)  | Sponsor,<br>Economic, or<br>Financial Client(s)   | End User Client(s)   | Indirect or<br>Stakeholder<br>Client(s)  | Coach<br>Client(s)   | Other<br>Clients or<br>Stakeholders   |
|--|---|---|--|--|--|---|
| Description  | Work directly<br>with you<br>Often on your<br>project team<br><i>Represent</i> the<br>sponsor client  | Approve your<br>proposals<br>Release money<br>Give the<br>organizational "go<br>ahead"<br>The "real" client   | Will use your<br>recommendations on<br>the job<br>Will live with the<br>results day-to-day                           | Have to be<br>involved because<br>your project needs<br>their approval from<br>a policy or<br>technical<br>perspective           | Help you to<br>succeed in their<br>client system                               | Various others who<br>have a stake in your<br>proposal, e.g., your<br>profession,<br>professional group or<br>government agencies |
| Typical Key<br>Concerns<br>(of Client<br>Group)                  | Will this project<br>succeed?<br>Will I look good<br>as a result of<br>this project?  | Are these proposals<br>organizationally<br>sound?<br>Are these proposals<br>financially sound?  | Will this really work in<br>the trenches?<br>Do I have to change?<br>Will I lose something?<br>Do I like the change? | Do these changes<br>fit policy?<br>Are these changes<br>technically sound?<br>What problems can<br>we see with these<br>changes? | How can I help<br>you succeed?<br>How can you<br>reciprocate in the<br>future? | Do these changes fit<br>with our definition of<br>success?  |
| Typical Benefits<br>Desired<br>(from Client's'<br>point-of-view) | Clean project<br>guidelines<br>Won't take too<br>much time<br>Career<br>enhancement<br>Project is<br>successful - on<br>time and on<br>budget | Bottom line<br>Cost / Benefit<br>Fits with the<br>organizational<br>strategy<br>Politically easy to<br>sell to more senior<br>management or<br>stakeholders | It works<br>It's easier<br>Makes my job more<br>fun<br>Career enhancement  | Fits policy<br>Fits technological<br>strategy  | Enjoy working<br>with you<br>Networking<br>Future<br>considerations            | Fits our policies and strategies  |

Key factors influencing the willingness to change in client's company

- degree of dissatisfaction with current situation (D)
- clear or publicly announced desired state (situation) in the future (F)
- awareness about first practical steps into direction of desired future state (situation) (S)
- the 'costs' of change (both financial and emotional) (C)



 $D \times F \times S > C$ 

**Gleicher Formula** 

Putting the client into the driver`s seat – Example "Dialogue of Sustainability"

- Step 1: Constitution of factory-level Change Management Teams (CMT)
- Step 2: Development of baseline

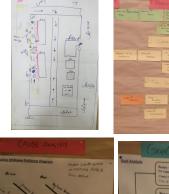
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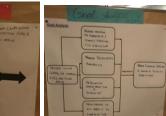
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• Step 3: Development of action plan using six step methodology

| 1- Identify Problems | <ul> <li>Statement round, checklists, metaplan method, idea<br/>generation from workers</li> </ul> |
|----------------------|--|
| 2- Cause Analysis    | Fishbone diagram / Pareto principle  |
| 3- Goal Analysis     | • Flow chart   |
| 4- Find solutions    | Brainstorming     Best practice  |
| 5- Agree on solution | Voting by dots   |
| 6- Action Plan       | Creating action plan   |

• Step 4: Schedule regular meetings of the CMT members, at least twice a month







" The disaster training "



Miro Board 1

or

better: How to avoid a disaster
...., but it would be to easy – so
let us start "vice-versa":

<u>Exercise:</u> How can we make sure <u>that our training fails =</u>

#### Applying good practices in CM training delivery

- Plenum brainstorming The disaster training"
- Distinguishing between teaching students and industry people
- Relate to nexus of learning/competence needs, learning objectives, learning experience/delivery, learning impact assessment
- How to moderate and conduct e-learning training

Distinguish between teaching students and industry people

| Adult learners from industry  | Students   |
|---|--|
| Senior with a lot of working experience                               | Young, with less or no working experiences               |
| Very short time slots for learning                                    | Abundant time to study and learn                         |
| Reflection of the learnt content with the work environment / industry | No or little reflection with the<br>"practice" /industry |
| Preference for experiential learning                                  | Preference for comprehensive theoretical learning        |



Distinguish between teaching students and industry people

- 1. Adult learning principles
- 2. Using concept of experiential learning





Our basic assumptions on adult learning are:

#### **Experts from industry**:

- Want to demonstrate their own willingness to learn,
- Prefer self-directed learning
- Desire to bring their experiences into the learning process,
- Aim to solve the problems of their everyday life based on learnt content

|                    | Pedagogy   | Andragogy   |  |
|--------------------|--|---|--|
| The learner        | Depending on teacher                             | Self-directed   |  |
| Experience         | No experience                                    | Lots of different experiences                           |  |
| Readiness to learn | Told to have to                                  | Need to or want to                                      |  |
| Orientation        | Acquiring prescribed subjects                    | Organisued around life/work<br>situations, task focused |  |
| Motivation         | External pressure, grades                        | Usually internal motivation, self-<br>actualisation,    |  |
| Role of teacher    | Designs learning process and<br>decided subjects | Facilitator, enabler                                    |  |

## 1. Adults learn by doing.

Act as a facilitator. The ultimate learning experience comes from getting people to throw themselves into the task at hand.

- 1. Adults learn by doing
- 2. Use realistic examples

So use examples that they can relate to. Adults relate their learning to what they already know

- 1. Adults learn by doing
- 2. Use realistic examples
- 3. Variety is the spice of life.

- Use tone and pace during the course of training
- Resort to various delivery modes to get the message across with fun and flair.

- 1. Adults learn by doing
- 2. Use realistic examples
- 3. Variety is the spice of life
- 4. Conduct training in informal environment

- Provide for friendly learning environment.
- Simple social activities or gettogether sessions

# The Ideal Learning Environment...based on key adult learning principles

- Good audiovisual support
- Appropriate seating pattern
- Comfortable chairs
- Good writing surface (depends)
- Room temperature and ventilation

- Windows if possible
- Good supply of coffee/tea and lunches
- Adequately sound proof room and free of other disturbances (telephone, walk-through)
- Natural daylight, at least 500 lux lighting



- 1. Adults learn by doing
- 2. Use realistic examples
- 3. Variety is the spice of life
- 4. Conduct training in informal environment
- 5. Inform learners of learning objectives.

- Establishing clear objectives = key
- Allow learners to keep track
- Communicate at beginning and reflect at end

- 1. Adults learn by doing
- 2. Use realistic examples
- 3. Variety is the spice of life
- 4. Conduct training in informal environment
- 5. Inform learners of learning objectives.
- 6. Guide and prompt; do not tell.

- Provide all the help learners need Giving examples, demonstrations, using multimodality approach
- Allow participants to think through the lesson on their own and discover the answer

.



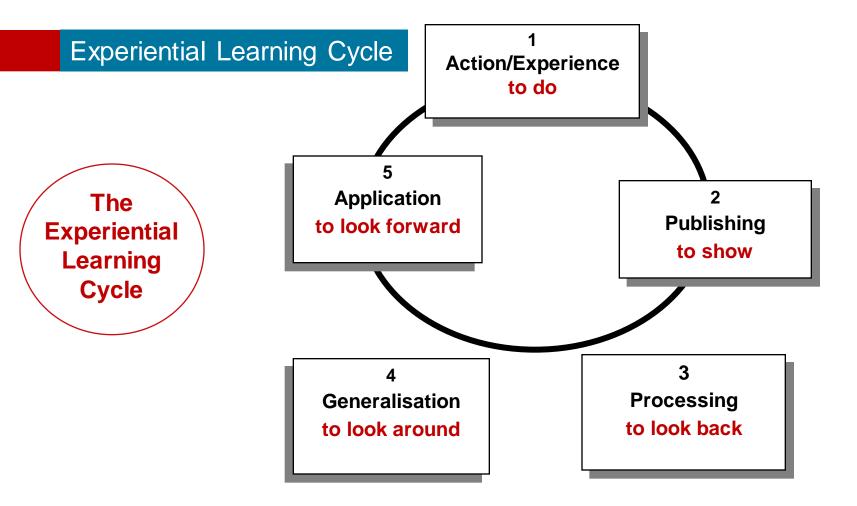
## The Effectiveness of "Learning through Experience" –

#### 1. Adult - Experiential Learning

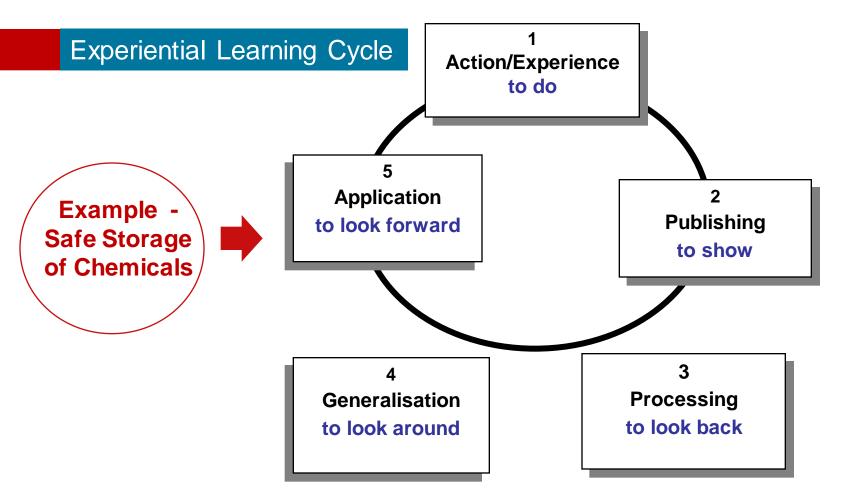
hearing / listening 20% Ö 30% seeing hearing / listening and seeing 50% discussing / expressing yourself 70% application /making personal experience 90%

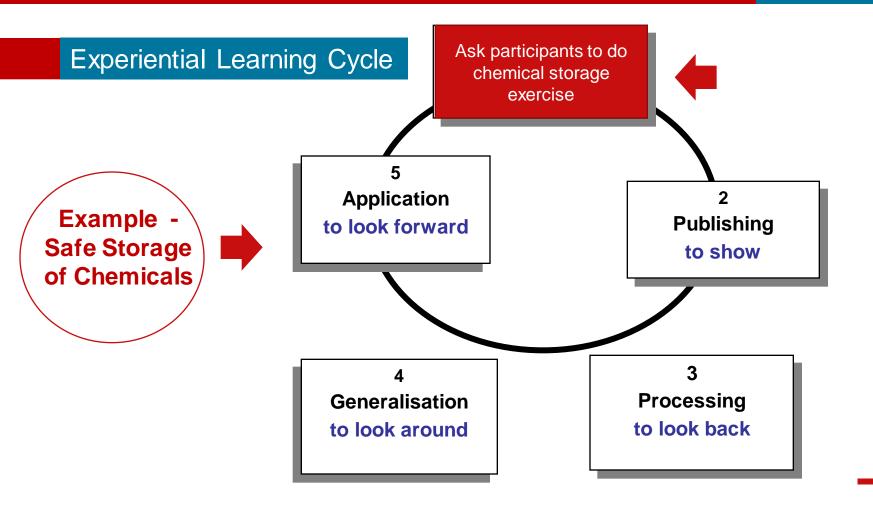
When learning, you remember by



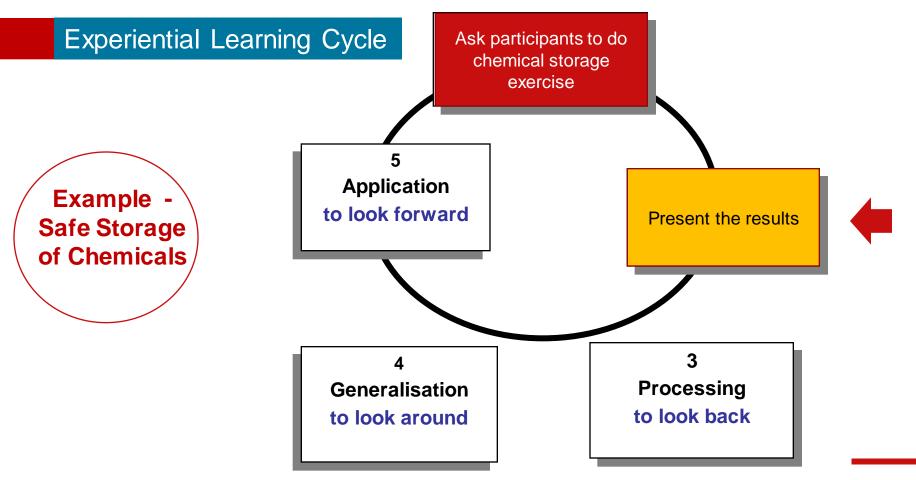


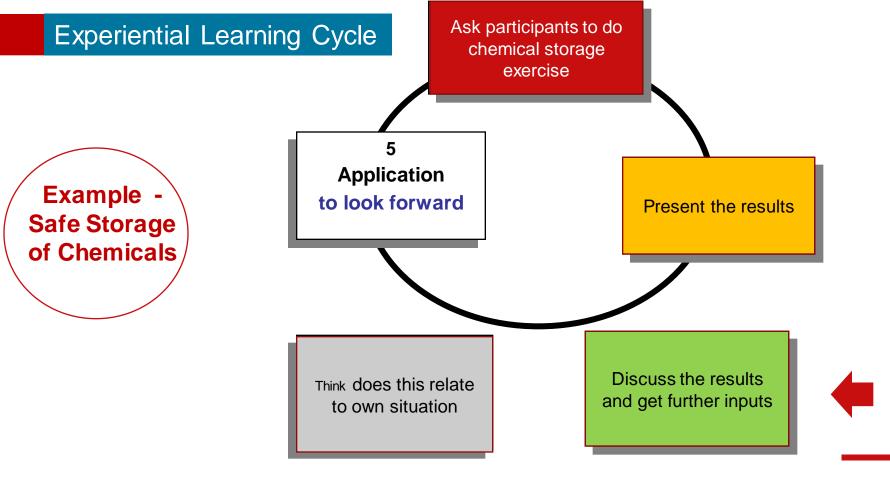


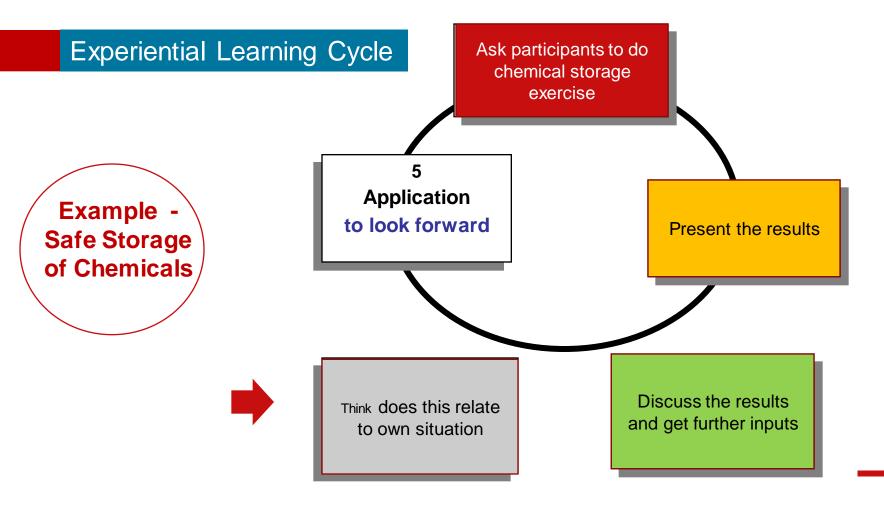


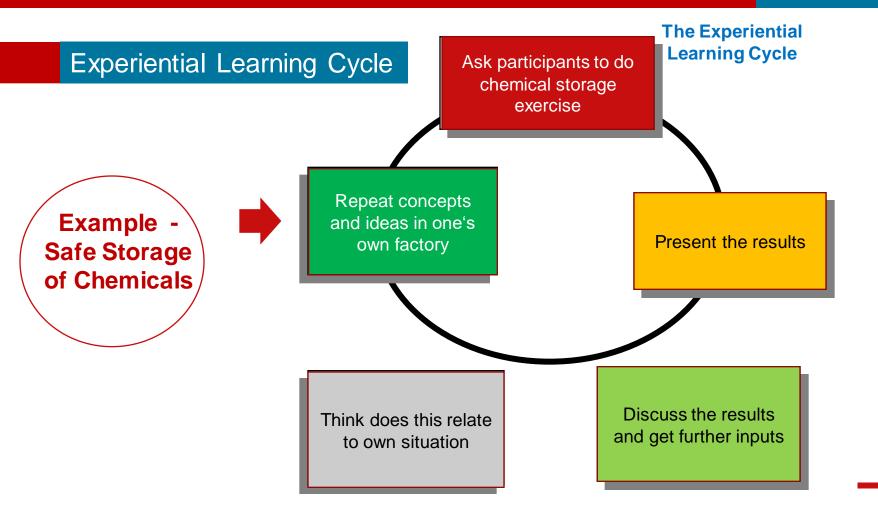




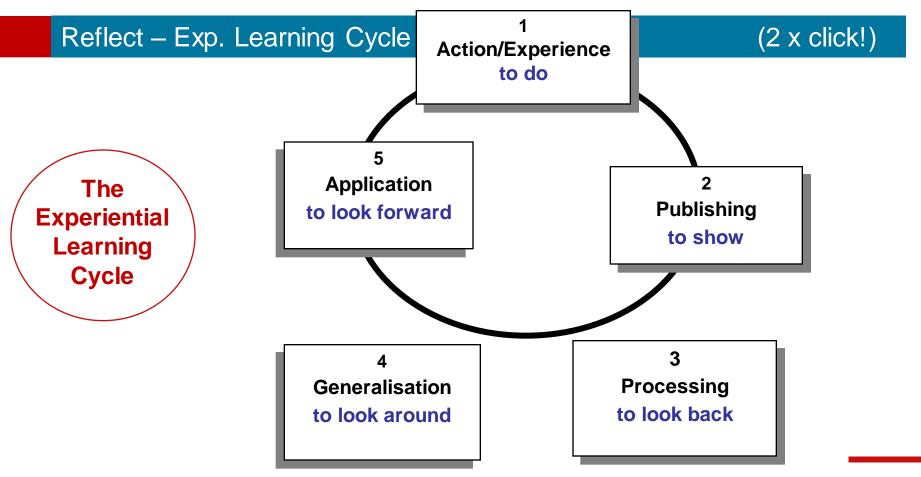


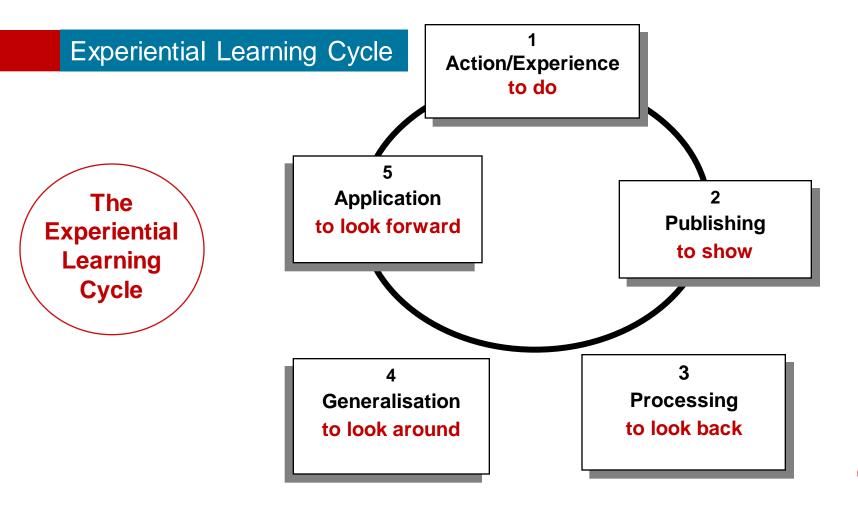






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Relate to the nexus of learning objectiveslearning experience-learning impact

#### Exercise:

How do you think the formulation of learning objectives influences the learning delivery as well as impact and assessment methods?

- How to formulate good learning objectives
- How to select learning delivery based on learning objectives
- How to assess effectiveness of training (based on learning objectives)

### Formulate strong learning objectives

"At the end of this training/workshop/presentation, the participants will be able to..."

### Formulate strong learning objectives

"At the end of this training/workshop/presentation, the participants will be able to...



#### <u>Avoid These Weak Verbs</u>

| Conceptualize | Self-actualize | Believe |
|---------------|----------------|---------|
| Memorize      | Capacity       | Listen  |
| Comprehend    | Perceive       | Depth   |
| Recognize     | Experience     | See     |
| Feel          | Thank          | Hear    |
| Understand    | Intelligence   | Know    |



### Formulate strong learning objectives

"At the end of this training/workshop/presentation, the participants will be able to...



#### Examples

Application Apply

Apply Classify Compute Demonstrate Determine Dramatize Employ Find Operate Perform Predict Record Schedule Search Sketch Solve Use Write

| <b>Comprehension</b> |
|----------------------|
| Cite                 |
| Clarify              |
| Discuss              |
| Explain              |
| Express              |
| Extrapolate          |
| Generalize           |
| Give examples        |
| Illustrate           |
| Interpret            |

Locate Paraphrase Rearrange Recombine Reconstruct Regroup Rename Reorganize Reorder Report

Reproduce Restate Restructure Retell Rewrite State Summarize Tell Translate Verbalize

### Formulate strong learning objectives

"At the end of this training/workshop/presentation, the participants will be able to...



Understand the different PPEs while dealing with chemical XYZ Identify the required PPE for chemical XYZ by consulting the safety data sheet

Demonstrated the correct use of the specific respiratory protection

Explain how to detect end-of-life of as PPE

Explain the procedure for replacing the respiratory protection

### Formulate strong learning objectives

"At the end of this training/workshop/presentation, the participants will be able to...



X Understand the different PPEs while dealing with chemical XYZ

Q1: How will you deliver this training?

Q2: How will you assess the learning impact?

Identify the required PPE for chemical XYZ by consulting the safety data sheet

Demonstrate the correct use of the specific respiratory protection

Explain how to detect end-of-life of as PPE

Explain the procedure for replacing the respiratory protection

### Formulate strong learning objectives

Х

"At the end of this training/workshop/presentation, the participants will be able to...

Know about safety data sheet and labels as sources of information about chemicals

Let us improve the wording of this learning objective

Miro Board 2



### Managing virtual moderation and e-consulting

- Challenges
- Good practices

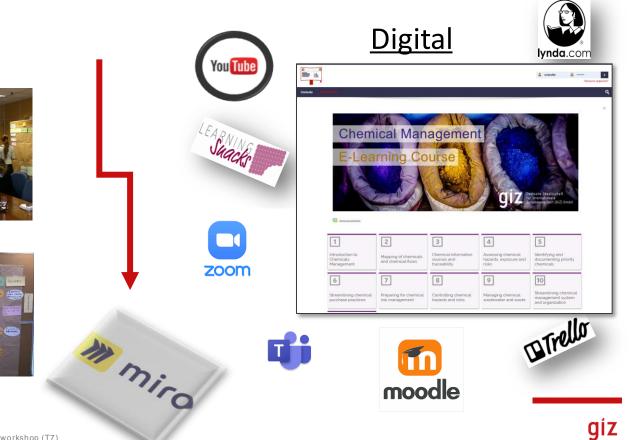
## Welcome to the "Digital Age"



## Managing virtual moderation and e-consulting

## <u>Analogue</u>





## Good practices - Modern Hybrid Didactic Design

| Self-Study Materials               | Online Lectures     | Exercises        |
|------------------------------------|---------------------|------------------|
| News Forum<br>Organizational Forum | Virtual Work Groups | Video Podcasts   |
| Written Assignments                | On-Campus-Time      | Technical Forums |
| Final Exams                        | Chat and Messaging  | Central Helpdesk |



### Good practices - Example Learning Unit

Online - interactive

#### Quiz question (self-directed)

### **Example Course Units**

Hydro Power

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information on carrying out a site survey (including flow rate measurement) can be faund in 'Home

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Distance in Section

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3.3 Personal Design

1.4 Prosectioned Design 2.8 Technologies for National Academics Print Information

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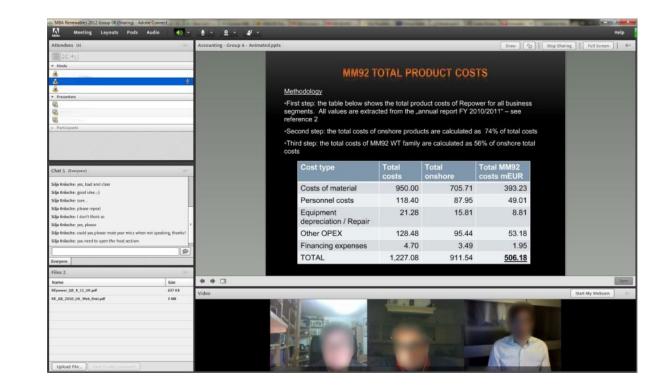


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## Good practices - Online Group Presentation



**Online Group Work** 

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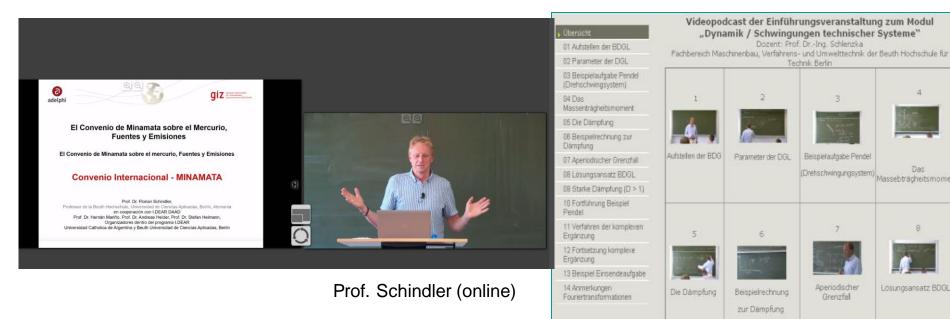
Subsequent

**Group Presentation** 

(online - interactive)

### Recording of lectures

Recording of Lectures (asynchronous / offline possible)



### Good practices - Game- based Learning

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O Zur Suche Text hier eingeben 

Page 50



### Challenges - Be innovative – challenge the learners

### Burj Khalifa



### **Technical Data:**

Height: 828 m Highest floor: 638 m Highest with lift: 584.5 m Rank (height): 1st place (world) Lifts: 57 Floors: Usable: 163 Total: 189 **Floor area:** 517,240 m<sup>2</sup> **Construction materials:** Reinforced concrete, steel **Facade:** Aluminium, glass **Construction costs**: > 1 billion Euros 180,000 cubic metres of concrete

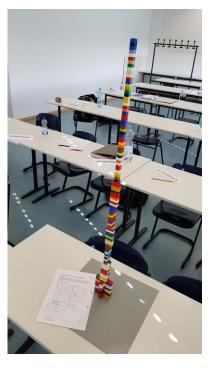
## Blended Approach

Online – lecture

Materials send home

Parallel (sychronous) onlnie group work

and joint examination



### **Evaluation:**

Height: 138 cm Highest floor: 137 cm Highest with lift: 584.5 m Rank (height): 1st place (time wise) Construction planning Floor area: 517,240 m<sup>2</sup> Construction materials: Reinforced concrete, steel Facade: Aluminium, glass Construction costs: > 1 billion Euros 180,000 cubic metres of concrete

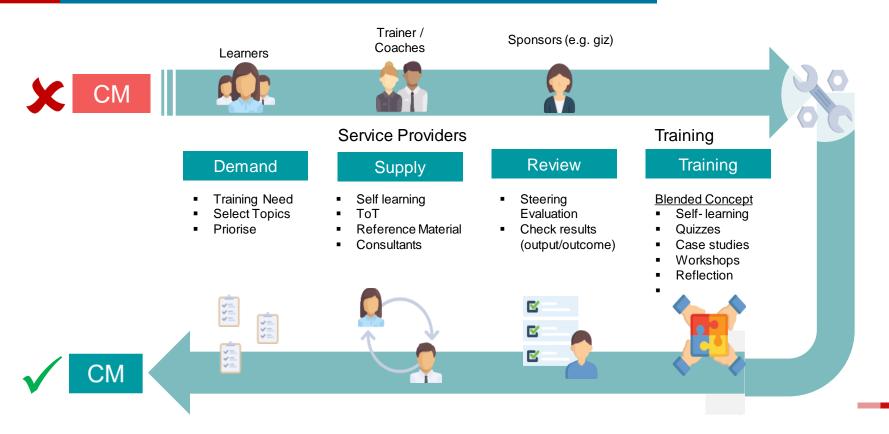
### **Evaluation - transparent**

Joint evaluation -

Group discussion on Lessons Learnt

(all online, interactive)





# **Next steps**

# Training programme for chemical management multipliers

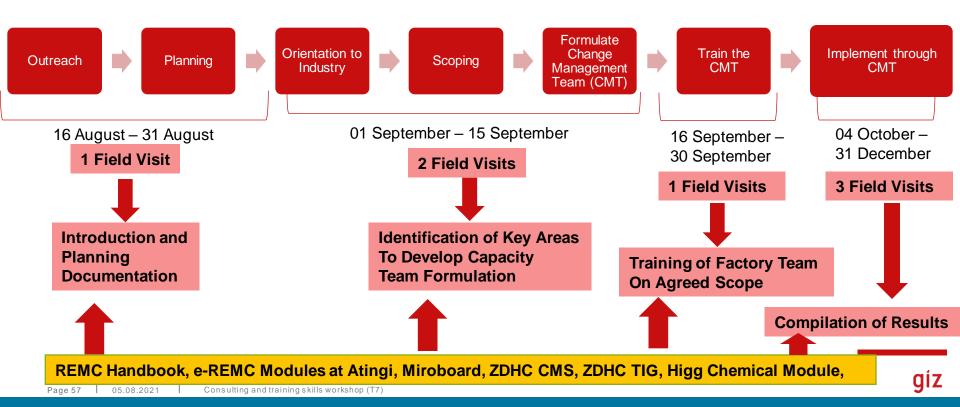
#### Next steps

| # | Activity              | Deadline                            |
|---|-----------------------|-------------------------------------|
| 8 | Makeup (3 hr) session | Between 09 – 13 August 2021         |
| 9 | Practical application | 16 August 2021 – 31st December 2021 |



# Training programme for chemical management multipliers

#### **Next steps**



# Training programme for chemical management multipliers

Next steps

### Project Expectation

- to which extent the service providers have incorporated such additional tools (e.g. e-REMC/CM self-learning materials into their outreach services
- to which extent service providers have adjusted their approach to the delivery of the factory outreach services, and if at all
- level of factories' recognition of an enhanced quality of the service providers'outreach
- number of service providers (i) proceeding to becoming ZDHC certified trainers and (ii) feedback of ZDHC partners on improved level of candidates applying for ZDHC certification (e.g. are the candidates better qualified than earlier).

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