Lessons Learned: ATC F2F training course coordination and delivery

ATC annual meeting

Overview

- Growth of F2F training courses (due to EC funding) since 2024
- First F2F training courses with many ATCs under the ITU Academy (and for some even first at all). Despite that, very successful first courses with all ATCs without exception.
- Completely different level of effort and engagement required in a long period of time (6-10 months from conceptualisation until delivery)
- Highly sought-after courses, offering additional benefits such as community engagement, communication and increased donor visibility
- Provide opportunities for testing new teaching methodologies as well as get immediate feedback about content and delivery

Coordination

- Key to success
- Requires dedicated staff
- Includes multiple tasks such as
  - Confirmation of participation / contact waiting list participants
  - Visa facilitation
  - Relevant logistics information provided on time
- Manage promotion as well as communication channels

Delivery

- (much) Less slides
- Move as much theory as possible pre-course (pre-reading, recorded/live sessions)
- Group work is key towards applied learning
  - Peer learning
- Make people speak (ask questions, include them in groups, ask them to present and formulate what they have just heard / learned
- Importance of relevant case scenarios
- Simulation / creation exercises (no touch, no learn)
- Gamification element
- Course evaluation mandatory

Follow-up

- Leave open channel for questions, ideas and thematic ff up (common chat group, etc.)
- Inform about L3 evaluation and urge participation
- If relevant, organize follow up sessions on the topic and / or more advanced level of the same course