

METHODOLOGICAL TIPS

1. BEFORE THE TRAINING STARTS, IT IS RECOMMENDED THAT A ONE-DAY WORKSHOP BE ORGANIZED WITH PARTICIPATION OF ALL TRAINERS, TO DISCUSS THE GENERAL OBJECTIVE OF THE TRAINING, BESIDES DISCUSSING THE OVERLAP BETWEEN DIFFERENT COMPONENTS OF THE TRAINING CONTENTS AND BRAINSTORMING ABOUT TRAINING IDEAS. ONE-TO-ONE COORDINATION MEETINGS SHOULD ALSO BE ORGANIZED WITH EACH TRAINER IN ORDER TO RESHAPE THE TRAINING CONTENTS IN A COMMON THEME. DURING THE TRAINING, RECORDING VOLUNTEERS FEEDBACK DAILY, BY CATCHING VISUAL AND VERBAL SIGNS
2. DURING THE TRAINING, RECORDING VOLUNTEERS FEEDBACK THROUGH FEEDBACK FORMS, ASKING THEM TO FILL THE FORM AFTER EACH SINGLE MODULE
3. RECORDING THE FEEDBACK FROM TRAINERS, USING SIMILAR FORMS
4. THE FEEDBACK FORMS HAS TO BE EVALUATION FRIENDLY (SIMPLE TEMPLATE AND EASY FOR DATA COLLECTION)
5. IT SUGGESTED THAT TRAINERS AND MODULE DESIGNERS SHOULD BE THE SAME PERSON, SO THAT THE TRAINING COULD COMPLY WITH ORIGINAL GOALS, OBJECTIVES AND IF IN THE FUTURE THE SAME OR SIMILAR TRAINING WILL BE SET IN ACTION, IT IS IMPORTANT THAT EACH SINGLE TRAINER AND THE RELATED MODULE DESIGNER WILL POSSIBLY MEET, OTHERWISE THE GENERAL RECOMMENDATION IS FOR THE TRAINER TO FOCUS MORE ON THE OUTCOMES THAN ON THE BOOKLET INFORMATION. A THREAT CAN BE TO LOSE THE LINK BETWEEN THE ORIGINAL MODULE AND THE TRAINING.
6. IT IS SUGGESTABLE TO APPOINT A TRAINING COORDINATOR THAT WILL BE IN CHARGE FOR THE WHOLE TRAINING, SUPERVISE THE TRAINERS, MONITOR THE FEEDBACK FROM TRAINEE, AND IN THE EVENT IT IS NECESSARY, PUT THE RIGHT ADJUSTMENTS.
7. TO MAINTAIN THE SUSTAINABILITY OF THE TRAINING, A MORE FREQUENT SHORTER VERSION OF THIS TRAINING SHOULD BE PLANNED. THIS WILL GIVE MORE CHANCES FOR LOCAL COMMUNITIES TO KNOW AND PRACTICE CBR, WHICH WILL IN TURN CONTRIBUTE TO THE LONG-RUN SUSTAINABILITY OF THE PROGRAMS.
8. AFTER THE TRAINING A FOLLOW UP STAGE CAN TAKE PLACE, MONITORING AFTER 6 MONTHS AND 12 MONTHS THE EFFECTIVENESS OF THE SERVICE DELIVERED BY TRAINEE PARTECIPATING TO THE TRAINING
9. THERE IS A NEED TO ORGANIZE REGULAR SHORT TRAINING WORKSHOPS WITH NGOS AND OTHER UNIONS, WITH THE AIM OF COORDINATING THE TRAINING EFFORTS, IN ORDER TO CONTRIBUTE TO THE OVERALL SUSTAINABILITY OF THE PROGRAMS.
10. WE SUGGEST CREATING A TRAINEE POOL OR NGO NETWORK WHICH WILL REGULATE CBR KNOW HOW AND TRAINING STANDARDS, ALSO GUARANTEEING UNIFORMITY OF THE ALL TRAINING ACTIVITIES.

THE BOOKLET AND THE CBR INFORMATION

11. RATHER THAN ON ACCADEMICAL REFERENCES, THE TRAINING SHOULD REFER TO COMPLEMENTARY REFERENCES, SUCH AS CASE STUDY, TEACHING MATERIAL, AND OTHER TRAINEE FRIENDLY MATERIAL, SUCH AS:

CBR Training Manual, Light For The World, (Light For The World, Niederhofstrasse 26
1120, Vienna, Austria, tel: +43 1 810 13 00, www.light-for-the-world.org)

<http://hesperian.org/books-and-resources/>

P. Bruijn, B. Regeer, H. Cornielje, R. Wolting, S. van Veen and N. Maharaj (2012) *Count me In- Include people with disabilities in development projects*. Light for the World

R. Chambers , (May 3, 2002) *Participatory Workshops: A Sourcebook of 21 Sets of Ideas and Activities*, Routledge.

S. Coe and L. Wapling (2010) *Traveling together, how to include disabled people on the main road of development*, World Vision.

H. Cornielje and E. Veldman (2011) *The Dream of Inclusion: powerful CBR training materials*, (Enablement Publisher, Alphen aan den Rijn).

H. Cornielje, J. Majisi and V. Locoro, Capacity Building in CBR: learning to do CBR in Musoke G, Geiser P (2013) *Linking CBR, Disability and Rehabilitation*, Chapter 4 (CBR Africa Network, Uganda).

E. Helander et al (1983) *'Training disabled people in the community: A manual on community-based rehabilitation for developing countries'* (WHO, Geneva).

A Hope and S. Timmel, (February 2000) *Training for Transformation: A Handbook for Community Workers*, Vol. 1,2,3. 4, Practical Action

P. Kuipers and H. Cornielje (2013) 'Alternative responses to the Human Resource Challenge for CBR', *Disability, CBR and Inclusive Development*, 23(4), 17-23

D. Werner (June 1, 2009) *Disabled Village Children: A Guide for Community Health Workers, Rehabilitation Workers, and Families*, Hesperian Foundation; 2nd edition

Guidelines For Training Of Trainers, International Labour Organization, 2002
(http://www.ilo.org/wcmsp5/groups/public/---asia/---ro-bangkok/documents/publication/wcms_161004.pdf)

How to Run a Workshop, Maeve Moynihan, MA, MCommH, Jean-Jaques Guilbert, MD, PhD, Bryan Walker MSc, PhD and Adi Walker
(http://ruconnected.ru.ac.za/pluginfile.php/235046/mod_resource/content/1/How%20to%20run%20a%20workshop.pdf)