



**NAVY LEAGUE**  **LIGUE NAVALE**  
*A New Wave Of Adventure!* *Une mer d'aventure!*

**NAVY LEAGUE CADET  
OFFICER TRAINING**

Acting Sub-lieutenant Qualification

**Instructional Technique  
Practical Classroom**

## **INTRODUCTION**

As an instructor, you must be able to use your classroom space to your advantage in order to benefit the cadet. This module will assist you in the 'practical' classroom.

## **RATIONALE**

By knowing your limitations you can be a better-qualified instructor.

## **PREREQUISITE**

Midshipman Qualification Course

## **LEARNING ACTIVITIES**

Study printed material  
Attend Officers Rank Qualification Course  
Self-help test

## **RESOURCES**

Module  
Instructor  
Self-help test

## **BEFORE CLASS**

Check your lesson plan

- a) Is it properly filled out?
- b) Are you within time limits?
- c) Is all information being covered?
- d) Do you have your training aids ready?
- e) What level of cadet are you teaching?

## **THE CLASSROOM**

Now that your lesson plan is properly prepared, you are ready to move into the classroom. Before the students arrive, place any training aids in the classroom. Have your lesson plan and equipment in place so you can begin your lesson right away to give all cadets more time to learn.

If you are slow in starting your class, the cadet may lose interest. It is very important to be well organized and ready to begin. An organized instructor also allows the student to settle in and be ready to learn.

When the cadets arrive, give them time to settle in at a desk, on the deck, etc., to be comfortable when you teach. Have something for them to do if you have to wait for stragglers; i.e. word search, dot-to-dot, etc.

Remember, a cadet has spent 6 hours in class at school and is now volunteering to sit in another classroom. Keep your class lively, fast moving and fun.

## **TEACHING TIPS**

A Schedule classes wisely.

B Be prepared:

- Lesson Plan
- Stay well ahead of cadets
- Check that aids are available and functioning

C Appeal to all senses:

- Audio-visual aids
- Hands on
- Movement
- Smell the ocean - taste the sea!
- Experience - practice
- Common sense

D Question, Question, Question

- Do not state what a trainee could have answered; if you elicit from them what they already know they are unlikely to forget
- As new material is being presented, question:

1. Keeps cadets alert and as participants
2. Helps you keep tabs on progress
3. Serves as a review

E Employ 'association':

- Colours, chronological order, natural, logical or traditional sequence
- Relate,; cause and effect
- Use comparisons and contrasts
- Reduce statistics to conceivable form
- Use testimony, examples and experience

F Variety of approaches:

- Repeat explanations/questions from a different angle
- Repeat in identical wording only if trainee failed to hear original

G Integrate topics:

- To present complete picture
- To underline relevance and interdependence

i.e. knots and rescue  
teamwork and emergencies  
self-discipline and survival (rationing)

H Always 'deal' with assignments:

I Provide opportunities for creativity:

- How trainees would handle hypothetical situations
- Captions for sketches
- Expressions through art
- Oral presentation (as at Inspections)
- Discussions and debates
- Welcoming good ideas and suggestions from cadets

J Review continually (informally):

- 'Are they with you?'
- do they need more practice; drill
- review previous lessons and tie in with current one
- Testing formally:

Short and frequent quizzes and spaced comprehensive tests  
Evaluate consistently and fairly within the class and with colleagues  
Do not punish bad behaviour by lowering the score

K Demonstrate and expect respect and concern for others.

- Show your genuine interest in the cadets

L Create feeling of belonging and worth:

- Everyone should have a role to play (basketball) i.e. 'I need you to ....'
- Turn failure into a learning experience - we learn by trial and error
- Do not put cadet 'down' because of wrong response
- Guide, explain, encourage - do not stifle

M Have/develop a sense of humour!

N Avail yourself of community resources:

- Field trips (museum)
- Guest instructors - Police, Firemen, St. John's Ambulance

O Arrange social functions and activities to balance out class work.

P Host Fleet Days:

- Camps
- Survival weekends

## **SELF- HELP TEST**

COMPLETE THIS BEFORE ATTENDING THE OFFICER RANK QUALIFICATION COURSE AND BE PREPARED TO HAND IT IN.

Create a lesson plan for one of the following subjects and write out a brief explanation of how you would instruct the class and make it FUN. Be prepared to instruct this class.

- 1) Parts of a boat
- 2) Rope work
- 3) Navigation lights
- 4) Left turn on the march