



# CESSDA Tips for trainers

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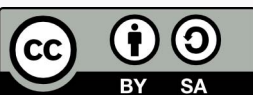
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# Tips for trainers

- ◈ What works well?
- ◈ Target audience
- ◈ Workshop set-up
- ◈ Engaging with participants
- ◈ Practical matters



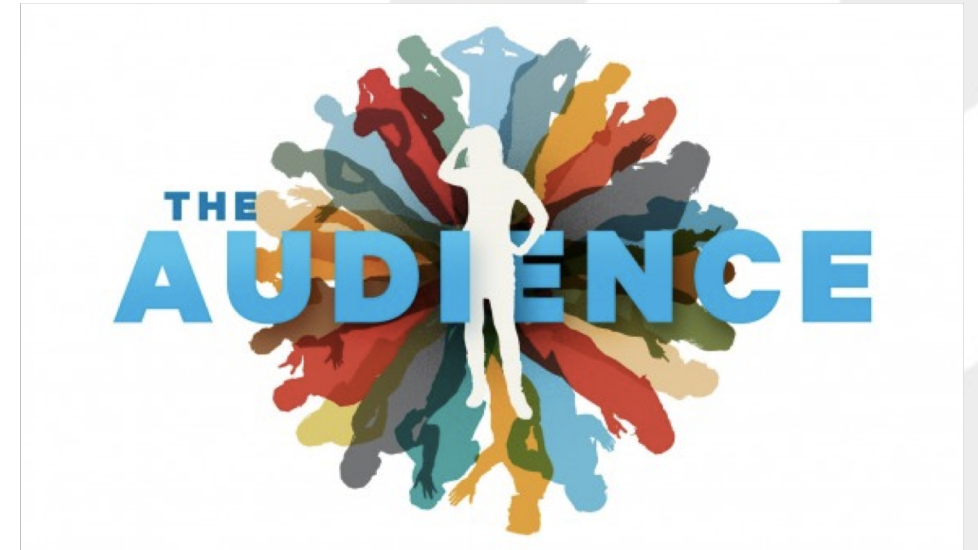
# What works well?

- ◆ **Active learning is:**
  - ◆ making processes visible
  - ◆ directly experiencing methods
  - ◆ critical reflection on practice
- ◆ This can be done through:
  - ◆ practical tasks and exercises
  - ◆ developing an own DMP, consent form, etc.
  - ◆ group discussions of real-case data challenges



# Target audience

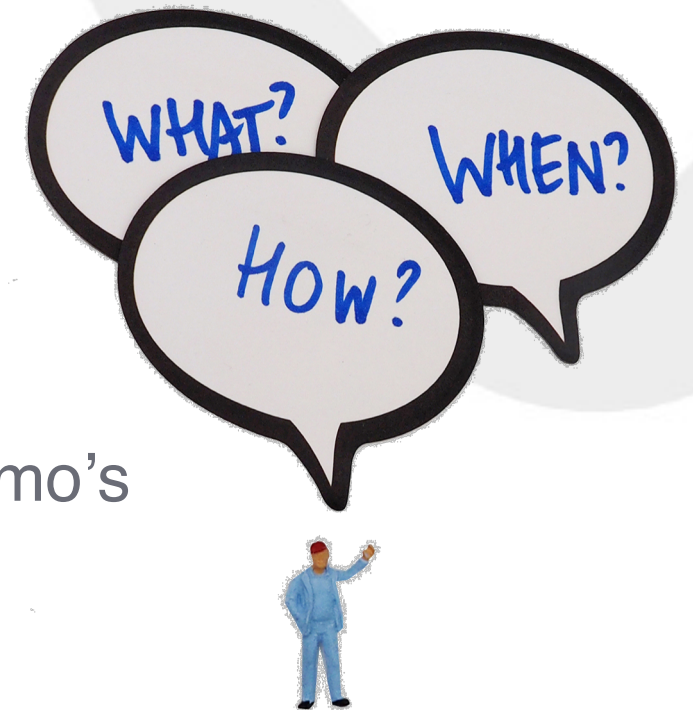
- ◇ Groups of 20-30 researchers
- ◇ Specify level of experience  
(but... mixed audience can help discussion and group work)
- ◇ Specify area of research – research with people (social sciences +)





# Workshop set-up

- ◊ Introduction: Get to know each other
- ◊ Presentations: short and interactive
  - ◊ Experts, case studies, personal experiences, tool demo's
- ◊ Exercises: pick concise tasks and plan enough time
  - ◊ Break out groups & panel discussion of key findings
- ◊ Closing: include a round-up session
- ◊ Preparation: Have participants read up, prepare exercises, or send materials -> Be creative and adapt examples to your audience and your needs.



# Engaging with participants

- ◆ Ask participants beforehand to:
  - ◆ Send questions or topics
  - ◆ Send materials from their own research (e.g. DMP, consent form)
- ◆ Start the day with introduction round
- ◆ Move around the room during group discussions
- ◆ Use live polling (especially for larger groups)



# Practical matters

- ◊ Always offer lunch or pizza!
- ◊ Announce the workshop well in advance e.g. in local university letters
  - ◊ Provide a clear program in the announcement
- ◊ Assess the room set-up beforehand
  - ◊ Is it a nice atmosphere suitable for group work?
  - ◊ Do you have internet access / power for laptops
- ◊ Plan enough time for (lunch) breaks and for sessions to run over
- ◊ Make slides and handouts available (afterwards) to participants
- ◊ Prepare an evaluation round or form to receive feedback





Any questions?



# Thank you for your attention!

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