DIRECTIONS: Think of the best and worst learning environments you have experienced. These environments may be from your school years, from business and professional training, or from volunteer and civic seminars. Read each task and write a simple plan for each task.

TASK A

You are in charge of designing a classroom for a leadership training program. What should the room look like and what physical features should it include?

TASK B

Your task is to describe the best teacher for a leadership training program. What are the characteristics of the best teacher you have experienced?

TASK C

You are in charge of describing learning activities to ensure that participants do not disrupt the teaching and learning atmosphere. What actions can be used to keep a positive atmosphere and keep disruptions to a minimum?

TASK D

Your task is to describe an active teaching and learning atmosphere. What actions can you create to keep the participants involved with the learning process?