**Questions for Foundation Certificate in Professional Graduate Education**

**Students to provide ‘short’ answers. 学生提供"简短"答案。**

**Topics**

Enable individual learning through coaching

• Coach individual learners

• Assist individual learners to apply their learning

通过辅导实现个人学习

• 指导单个学习者

• 协助个别学习者应用他们的学习

Enable group learning

• Manage group dynamics

• Enable the group to work together

• Enable group learning

启用小组学习

• 管理组动态

**Enable individual learning through coaching**

**通过辅导实现个人学习**

Q1: How can individual needs be identified?

如何确定个人需求？

Q2: How would you decide if the language you will be using is appropriate for learners?

您如何决定您将使用的语言是否适合学习者？

Q3: How can learners’ understanding and progress be checked?

如何检查学习者的理解和进步？

Q4: How can information be put in order?

如何排列信息？

**Assist individual learners to apply their learning**

**协助个别学习者应用他们的学习**

Q1: How can learning activities be structured?

如何组织学习活动？

Q2: How would you choose and prepare appropriate materials, including technology –based materials?

您将如何选择和准备适当的材料，包括基于技术的材料？

Q3: How can different learning opportunities be identified and used?

如何识别和使用不同的学习机会？

Q4: How can learners be encouraged to recognise their own achievements?

如何鼓励学习者承认自己的成就？

Q5: How can the things that are likely to prevent learning be recognised and how would they be overcome?

如何识别可能妨碍学习的东西，以及如何克服它们？

Q6: How would you analyse and use developments in learning and new ways of delivery?

您将如何分析和使用学习发展以及新的交付方式？

**Enable Group Learning 启用组学习**

Q1: State briefly, how you are able to include group work into your lessons.

：简而言之，您如何将小组工作纳入课程。

**Manage group Dynamics 管理组动态**

Q1: Which learning situations are appropriate for group work activities?

哪些学习情况适合小组工作活动？

Q2: How can individual needs be dealt with within a group?

如何在团队中处理个人需求？

Q3: How would you find out the views of learners and deal with individual needs in group process?

您如何了解学员的观点，并在小组过程中处理个人需求？

Q4:How would issues of power and authority in groups be dealt with?

如何处理集团的权力和权力问题？

**Enable the group to work together**

Q1: How would different types of group work be identified and applied?

如何识别和应用不同类型的小组工作？

Q2: How can groups be put at ease?

如何让群组放心？

Q3: When would intervention in group activities be required?

何时需要干预团体活动？

Q4: What interpretations can be made from non- verbal communication?

非言语交流可以做出哪些解释？

Q5: How can learners’ progress be monitored in a group setting?

如何在组设置中监视学员的进度？