

End of Training

Easy Read



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Being part of a panel



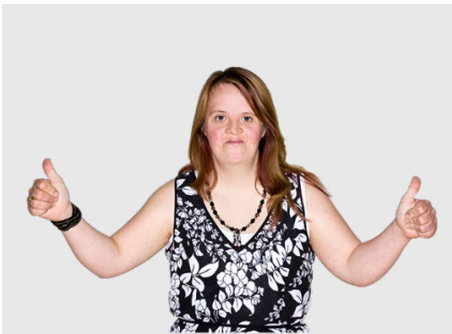
You might be asked to be on a **panel**.

A **panel** is a row of people who answer questions from a group.



Each person on a panel knows different things.

They each answer questions about what they know.



Some questions will be for you.



Some questions will be for other people.



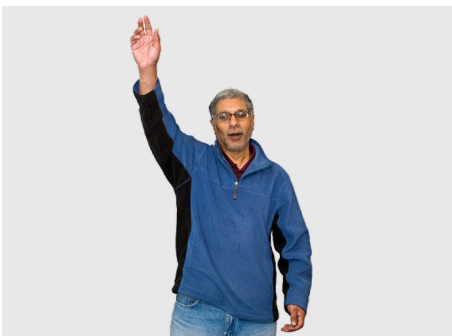
If a question is for someone else
let them answer first.



Listen to their answer.

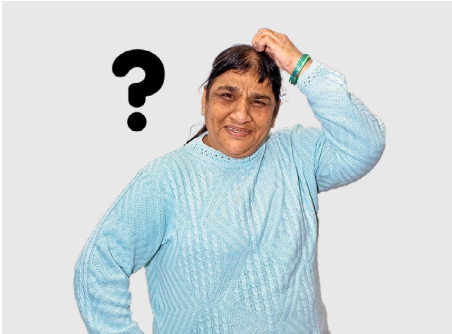


You can add more after they finish.
Only if you want to.



Someone else might add more after you have
talked too.

Answering questions



People might ask you questions.

It is OK to stop and think about the answer.

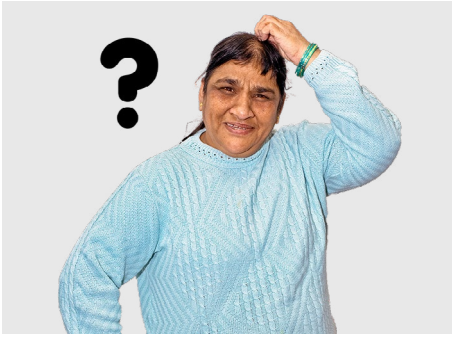


You can talk to your supporter before you answer.



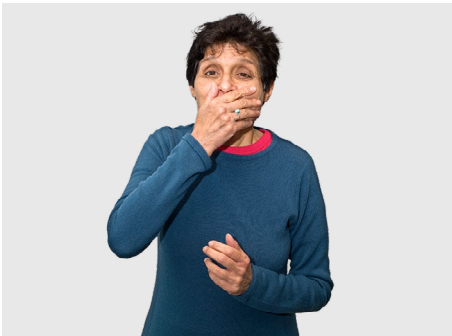
This might take time.

That is OK.



It is OK to ask for more information.

It is OK to ask to make the question clearer.



It is OK to choose not to answer it.

Or to answer some parts and not others.



You choose what you answer.

Doing a summary



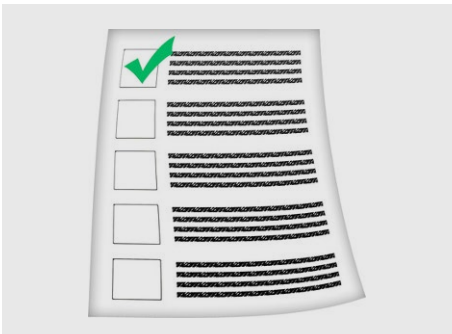
At the end of training we do a **summary**.

A summary is when you say the main points.



It helps people remember what they learned.

It also helps them understand it better.



Stick to the main points.

This is what you want people to remember.

End of training



Here are things we do at the end of training.

Thank people for coming



Remind them to fill out the survey form.



Sometimes we send an email after the training.

Your co-facilitator will say if they will do this.



Talk to your co-facilitator about what to say at the end of training.

You can work it out together.