



هيئة جودة التعليم والتدريب
Education & Training Quality Authority

**TRAINING PROGRAM
IMPLEMENTATION GUIDELINES
(FOR TEACHERS)**



Proposed Training Programme

The programme is optional, and can be modified and adapted to suit the circumstances of the school, and the training needs of its members

- **Aim:** To increase teachers' awareness and understanding of BQA's Schools Review Handbook and highlight essential elements in evaluating lessons.
- **Target group:** Teachers.
- **Duration of the training programme:** Two hours
- **Supporting resources:** Please refer to the QR code in the table below.
- **Instructions:**
 - Share the Schools' Review Framework with trainees in advance to be viewed while informing them to focus on the aspect of Teaching, Learning and Assessment.
 - Set trainees into groups based on their specialization and experience.
 - Check the availability of all the necessary resources.
 - Be aware of the content and modify it according to trainees' needs.
 - Promote trainees' engagement throughout the programme, especially when evaluating lessons.
 - Present groups' findings and provide feedback for each activity.
 - Encourage trainees to access BQA's digital platforms for more information and training material.

Proposed Training Programme

Session	Time	Resources
Introduction	5 minutes	Introduction to Schools' Review Framework, Worksheets for Training Activities
Introduction to Schools' Review Framework, related activities	45 minutes	
Break	15 minutes	
Essential Elements in Evaluating Lessons.	40 minutes	
Questions and Closure	15 minutes	