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# Training Techniques and Terminology Used in the AFI Training Toolkits

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**Carousel**—a training technique that allows participants to circulate from station to station in a room. At each station, participants are asked to complete a specific task—answer a question, brainstorm a list, complete an exercise, perform a skit, etc. Participants are generally placed into teams, and then assigned a station at which to begin. Each team begins at a different station and the teams rotate through the carousel until all teams have visited every station. This training technique is called a carousel because the teams rotate around the room. This technique adds a kinesthetic element to training.

**Individual, Pair, and Small Group Exercises**—a training technique designed to provide participants with opportunities to apply new concepts.

**Facilitated Discussion (Large Group Facilitation)**—a training technique designed to solicit participant ideas, comments, and answers. The facilitator prompts discussion with prepared questions, clarifies contributions, restates key points, and synthesizes information. Information contributed by participants that is incorrect must be corrected by the facilitator during a facilitated discussion.

**Individual Reflection**—a training technique designed to provide participants individual thinking and writing time. Individual reflection can be used to personalize material, break up facilitated discussion or lecture, or provide a change of pace following activities.

**Nominal Group Technique**—a training technique designed to solicit diversity of ideas. Generally, nominal group technique has three parts:

1. Individual reflection during which participants are asked to come up with ideas in response to a specific question individually;
2. Sharing ideas in large group; and
3. Voting on top ideas using stickers, sticky notes, or hash marks.

The items receiving the top votes can indicate the group's priorities and can then be used for additional discussion or exercises.

**Skit**—a training technique in which the facilitator and/or participants act out scenarios, either using a script or not. Skits are generally used to illustrate concepts, show relationships, or to spark discussion.

**Table Talk**—a training technique focused on participants discussing a question or idea in small groups based on the tables at which they are seated. Table Talk can be used to break up a presentation or large group facilitated discussion.