

Criteria for LARG Instructors

Do you want to volunteer to help with instruction in the LARG Amateur Radio Licensing classes? If so, please read the criteria below to see if you are ready. Even if you don't think you're ready, but still want to become a LARG instructor, please contact the Education Committee and we will work with you to get you ready to be a LARG Instructor.

The LARG Education committee has agreed on the following criteria/standards for all instructors:

- All persons are welcome to volunteer to instruct but you must have a license class higher than a class that you might be teaching (similar to the criteria for a Volunteer Examiner) (except Extra Class where Extras teach prospective Extras).
- You must also be comfortable teaching technical material and have mastery of the material to be presented and of ham radio topics in general. To get a feel for this, take the on-line (Technician, General, and Extra Class) exams, commensurate with the class you may teach, and see if you get all the questions right.
- Instructors are asked to do the following prior to becoming an instructor:
 - Register as an ARRL instructor
 - Read (in the ARRL Technician and General Class) Instructor's Manual: "Are you ready to instruct?"
 - Read "The Teacher's Guide to Amateur Radio Instruction" (on ARRL website)
 - Take online exams and test yourself to see how you do. Are there any questions about which you're not sure of the correct answer and why it is correct? And why the other answers are not correct? (Some suggested online tests can be found on the LARG website Education page.)
 - Resources that instructors are going to use: ARRL License manuals, ARRL Instruction manuals, ARRL Power Point slide skeletons, slides that LARG instructors have developed. We will discuss allocation of instruction modules at the planning meeting.
 - Instructors will develop course materials from ARRL skeletons (Power Point slides). A special Dropbox application site will be used for storage by the team (of course internet connectivity at home is required!).
 - Instructors must be fluent using the Microsoft Power Point application and must have a recent version of Power Point on your computer to be able to develop and/or modify the slide presentations for which you are responsible.
 - Instructors must be familiar with using the Dropbox application.
 - It is highly recommended that you have a Windows (7 or higher) laptop with HDMI capability to interface with the projector. Each instructor for a particular session (typically 2 or 3 instructors per session) should bring their computer loaded with the current week's slides as a back up to your weekly team presentations, should the primary computer being used fail during the class. Note: The venue currently being used does not have internet connectivity.
 - Preparation time commitment. Instructors can expect to spend 2 hours (or more) of preparation time for each hour of class instruction time.
 - Prior to teaching, materials will be presented to the other instructors for review, comment, and standardization.

Thanks, 73,

The LARG Education Committee

education@k4lrg.org