



AfriComNet
HCP/CCP

Training of Trainers
on
Strategic Communication
and
HIV and AIDS

Facilitator's Guide

November 2006

ACKNOWLEDGMENTS

TABLE OF CONTENTS

Tentative Timetable for Training	5
Introduction	6
Setting the Workshop Tone	7
Icebreakers and Introductions	8
Warm-ups and Energizers	12
Assumptions	19
Day One	20
Session 1: Introductions	21
Session 2: Overview of the Workshop	22
Session 3: Workshop Expectations and Objectives	24
Session 4: Administrative Issues	25
Session 5: Basic Facts about HIV and AIDS, HIV Transmission and the Life Cycle of HIV	28
Session 6: The Status of the Global Epidemic	31
Session 7: The Demographic and Health Effects of the Epidemic	32
Session 8: Basic Facts about Abstinence and Being Faithful	34
Session 9: Condom Use	36
Session 10: Voluntary Counselling and Testing	41
Day Two	43
Session 11: The Magnitude of MTCT and Routes, Rates and Risks of Transmission	44
Session 12: Strategies for PMTCT and Use of AntiRetroviral Drugs	46
Session 13: Principles and Elements of Comprehensive Care, Treatment and Support	49
Session 14: Home-based Care	50
Session 15: Theories and Models of Communication for Behaviour and Social Change	57
Session 16: Developing a Communication Strategy	59
Session 17: Overview of the P Process in Health Communication	62
Day Three	64
Session 18: Analysis Using the P Process	65
Session 19: Strategic Design Using the P Process	66
Session 20: Development and Pre-testing	68
Session 21: The Importance of Monitoring Communication Interventions	70
Session 22: Indicators	71
Session 23: Steps in Monitoring Communication Interventions	73
Session 24: The Importance of Evaluating Communication Interventions	75
Session 25: Types of Evaluation	77

Session 26: Steps in Evaluating Communication Interventions	78
Day Four	79
Session 27: Principles and Practices of Adult Learning	80
Session 28: Participatory Methods of Facilitation	82
Session 29: Principles and Practices of Curriculum Development	85
Session 30: The Process of Materials Development	86
Day Five	87
Session 31: Participatory Facilitation Techniques	88
Session 32: Workshop Evaluation	89
Glossary of Acronyms	90
Appendix: Session Handouts	
Session 8 Handout: Abstinence, Be Faithful, Condom Use	91
Session 10 Handout: (A) Counselling and Testing	95
Session 10 Handout: (B) Voluntary Counselling and Testing with Special Groups	104
Session 12 Handout: Prevention of Mother to Child Transmission of HIV	106
Session 14 Handout: (A) Nutrition and HIV and AIDS	110
Session 14 Handout: (B) Caring for a Person with HIV and AIDS	112
Session 14 Handout: (C) The Concept of Palliative Care	114
Session 15 Handout: Theories and Models of Behavioural Change	117
Session 23 Handout: Steps in the Monitoring Process	128
Session 26 Handout: Monitoring and Evaluation	129
Session 27 Handout: Adults as Learners	134
Session 28 Handout: Experiential Learning and Participatory Facilitation Techniques	144
Session 29 Handout: Process of Curriculum Development	150
Session 31 Handout: (A) Sample Curriculum	174
Session 31 Handout: (B) Case Study	205
Session 32 Handout: Workshop Evaluation	206

TENTATIVE TIMETABLE FOR TRAINING

	8:30-10:00	10:00-10:15	10:15-1:00	1:00-2:00	2:00-4:00	4:00-4:15	4:15-5:30
Day 1	Word of Welcome Session 1 Introductions Session 2 Overview of the Workshop Session 3 Workshop Expectations and Objectives Session 4 Administrative Issues	Nutrition Break	Session 5 Basic Facts about HIV and AIDS, Modes of Transmission, and Life Cycle of HIV Session 6 Status of the Global Epidemic Session 7 Demographic, Health and Socio-economic Effects	Lunch	Session 8 Abstinence and Being Faithful Session 9 Condom Use	Nutrition Break	Session 10 Voluntary Counselling and Testing
Day 2	Recap Day 1 Session 11 Magnitude of MTCT and Routes of Transmission Session 12 Strategies for PMTCT and Use of ARVs	Nutrition Break	Session 13 Principles and Practices of Treatment, Care, and support for PLHA Session 14 Home based care and nutrition for PLHA	Lunch	Session 15 Theories and models of communication for behaviour and social change Session 16 Developing a communication strategy	Nutrition Break	Session 17 Overview of The P Process in Health Communication
Day 3	Recap Day 2 Session 18 The P Process: Analysis Session 19 Strategic Design	Nutrition Break	The P Process: Session 20 Development and Pre-Testing	Lunch	The P Process: Session 21 Monitoring Communication Interventions Session 22 Indicators Session 23 Steps in Monitoring	Nutrition Break	The P Process: Session 24 Evaluating Communication Interventions Session 25 Types of Evaluation Session 26 Steps in Evaluating
Day 4	Recap Day 3 Session 27 Principles and Practices of Adult Education Session 28 Participatory methods of facilitation	Nutrition Break	Session 29 Principles and Practices of Curriculum Development Session 30 Materials Development	Lunch	Group work and practical sessions on curriculum development	Nutrition Break	Group work and practical sessions on materials development
Day 5	Recap Day 4 Session 31 Facilitation Techniques	Nutrition Break	Group work and practical sessions on facilitation techniques	Lunch	Group work and practical sessions on facilitation techniques	Nutrition Break	Session 32 Workshop Evaluation and Closing

