

Instructor Training Scheme

Theory Lesson Checklist

Use this prompt sheet to remind you of the essential and less important supportive criteria, which go towards making a successful diving theory lesson. The sheet should be used to review your own performance when self-assessing, as well as providing constructive feedback to other people..

ESSENTIAL CRITERIA

PAVE

Notes

P PROGRESSIVE - Information taught in a logical, progressive manner

- Was essential knowledge recapped?
- Did the points follow on from each other logically?
- Was the new information introduced progressively in small steps?

A ACCURATE - Information accurate & up to date

- Was the information presented accurate?
- Was the information presented up to date?

V VISUAL - Supported by appropriate visual aids

- Was each important piece of information supported by a visual aid?
- Were the visual aids big, simple & colourful?
- Were pictures or diagrams used where possible?

E EFFECTIVE - Contained all essential 'Must know' information

- Did the lesson cover the subject in suitable depth?

SUPPORTIVE CRITERIA

- Did the lesson have a structure - introduction - main theme - summary?
- Where the class positioned so they could see instructor & visual aids?
- Managed any distractions well
- Was there a sensible amount of content/progression covered?
- Were the class involved, by using questions & eye contact?
- Were the visual aids handled effectively?
- Did the instructor check for transfer of information and use corrective instruction?
- Did the instructor make sensible use of the time available?
- Did the instructor have a confident, clear, positive teaching manner?