

<p><b>Course title:</b></p> <p><b>PTLLS or Preparing to Teach in the Lifelong Learning Sector - Level 4 Certificate</b></p>	<p><b>Start date:</b></p> <p>October 2011</p>
<p><b>Level:</b></p> <p>No formal entry requirements but candidates must have a qualification or experience in their subject skill at the appropriate level.</p>	<p><b>Duration of course:</b></p> <p>3 days</p>
<p><b>Ideal for:</b></p> <p>The PTLLS course is provided as an introduction for those who wish to train or teach. This qualification will provide trainers, facilitators and teachers the abilities to support learners.</p> <p>The Level 4 Certificate is for newcomers to the Lifelong Learning Sector or those who have some experience but with no formal qualifications.</p>	<p><b>Cost:</b></p> <p>£399</p>

### **Brief course description:**

**The Preparing to Teach in the Lifelong Learning Sector or PTLLS** covers the fundamentals of teaching in adult education. The course includes how to plan your sessions, how to motivate your learners and the use of a number of assessment techniques. It is the initial step on the way to becoming an official practitioner. In other words, a complete license to teach in the lifelong learning sector.

After you have obtained the qualification, you can begin as an educator in the lifelong learning sector. The Possible jobs you can do include:

- Teaching Assistant
- Learning Support Assistant
- Training Manager
- Training Instructor

### **Details:**

**The five topics covered in the PTLLS course include:**

1. Theory and practice of teaching
2. The principles involved in learning, teaching, assessment and evaluation
3. Gaining confidence, improving communication and increasing your interpersonal skills
4. The professional role and responsibilities involved in teaching

### **Methodology:**

You will learn with a trainer. This will be through practical lessons, group sessions or and a variety of assignments

### **Assessment:**

1. You will need to display what you have learned with practical skills assessments together with

theory of teaching assignments.

2. In addition, you will have to complete 30 minutes of teaching practice. Keeping a portfolio of your Teaching Practice plus a Reflective Learning account Journal is encouraged.

***Further study:***

On successful completion of the course you can then progress to:

- **Certificate in Teaching in the Lifelong Learning Sector (CTLTS)**
- **Diploma in Teaching in the Lifelong Learning Sector (DTLLS)**