



Learn and Teach

Welcome to the wonderful world of Learn & Teach

Method of study is 'Learn then Teach'! Study all life long!

1st Learn, when comprehending, start teaching. In free education fast learners teach slow learners. At work the experienced worker trains new comers. At home, grandparents teach children, grand children. Parents teach children.

Study advise

When studying or teaching not only research this guide but a variety of others. When finding a well written piece **Plagiarize** parts you need and expand on these (applies to Scholars and Educators).



Run: spell check and grammar check.

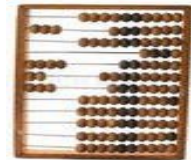
Add: color, images and audio were needed.

Proof read, if needed make changes.

Make your work 'Copyright free' then publish.

Study aid **Learn and Teach** directory

Adult Teaching ~ Assessment (homework) ~ Ideas ~ Plagiarize (intellectual property, copyright, patent) ~ Planning ~ Writing (narrate, presentation, script)



1 God is waiting to hear from you !

Education Prayer

Celebrate Education Day 6.1.7. NATm

Dear **1 God**, Creator of the most beautiful Universe
Your most humble faithful custodian guardian (1st name)
Promises to seek, gain, apply Knowledge all life long
To Learn and Teach via Free Education
To support public Free education
Pass on Life Experiences to next generation
For the Glory of **1 God** and the Good of Humankind



This prayer is used in class and on Education Day



Adult teaching

Begin with introducing yourself. Then ask the adult learners to introduce themselves.

Share some of yourself (humor, experiences, feelings, self) be honest, authentic and self disclosing.

Pray with your adult learners: Education Prayer

Make sure their 1st experiences with the subject or class are as positive as possible.

Relate learning to adult interests, concerns and values.

Selectively emphasize and deal with the human perspective of what is being learned, with applications to the personal daily lives of the adult learners whenever possible.

Use needs assessment techniques to determine the felt needs and actual needs of the learners using assessments administered by the instructor and self assessments by the adult learner.

Provide opportunities for self directed learning where adults can participate in setting objectives, selecting instructional methods, self evaluating and analyzing their performance.

Make the learning goals as clear as possible and as appropriate to the learners as possible.

Give the rationale for assignments, procedures and instructional methods.

When possible, clearly state or demonstrate the learning that will result from learning activities.

Ensure successful learning by planning instructional activities that match the needs and objectives of adult learners.

Create a learning environment that is organized and orderly.

Make learner reaction and active participation an essential part of the learning process.

Provide frequent response opportunities for all adult learners on an equitable basis.

Promote learners personal control over context of learning by involving them in planning, setting of goals, self evaluation, determination of their strengths, weaknesses, recording and analyzing progress.

Use consistent feedback to learners regarding their mastery, progress and responsibility in learning.

Be aware of the needs of adults: their physiological, safety, love, belonging, self esteem needs, curiosity, sense of wonder, need to explore.

Remove or reduce components of learning situations that lead to failure, fear.

Plan with the motivation of the learners in mind. Don't assume that the content or the teacher will maintain their motivation.

When it is necessary, use constructive criticism.

Introduce the unfamiliar through the familiar.

Effectively use praise, reward learning.

Encourage, challenge learners.

Use collaboration as an instructional technique to develop, maximize cohesiveness in the group.

Create components in the learning environment that tell learners they are accepted, respected members of the group.

When appropriate, plan activities that allow adults to share. To display publicly their projects, skills.

Provide variety in presentation style, methods of instruction, learning materials.

Selectively use breaks, physical exercise, energizers.

Use humor liberally, frequently.

Use examples, stories, analogies, metaphors.

Thank adult learners for attending, participating (meet again, give timetable).

Have time to answer questions 1 on 1.



After session when alone self evaluate your performance. Make notes in your journal concerning impressions, knowledge gained (learned) from teaching this group. Act on your self evaluation.

Learn Teach all life long!
From cradle to cremation!

Assessment

Assessment: Is needed to make, 'Teach and Learn' useful, effective.

Scholars assessment: Scholars are assessed for comprehension assignments completed in class. Whenever a study module is completed, scholars get assignments to assess comprehension. Comprehension assignments are completed in class. **Note!** There is: 'No homework'!!!

Homework is the most dishonest, useless form of learning or teaching. A Scholar is under pressure from distractions, ignorance, friends, parents, time line... Most homework is not done by the scholar who is being assessed and graded. Homework because of its dishonest nature is useless, misleading for assessment.

Educators have moral issues when marking. They suspect a scholar did not do the assignment. This uncertainty makes any marks given useless. Homework as tool of assessment of comprehension is misleading. Making homework fake, a waste of time, resources. Parents, Educators supporting homework, support cheating, dishonesty. **No homework**

Team effort of scholars, educator. The educator is there to guide. Scholars help each other to understand, comprehend a study module. Comprehension is achieved when a scholar is capable of teaching others a study module. Creating his, her own assignment, completing it.

There are 2 assessment: Pass or Fail. Pass rate is 70% comprehension. A fail, a scholar has to repeat the study module until a pass. **Note!** Only the module needs repeating not the whole year. There is no final year assessment and or final examinations (**useless activity**).

Assessment is only for each module, not for accumulated modules. When a scholar has passed all set modules to complete a course a certificate is issued.

Educators assessment: Educators are assessed for work competence, dedication to 'Learn and Teach' and pupil comprehension.

Before each teaching term all study module comprehension assignments for the term must be 'successfully' completed by the relevant educator. The educator must have a pass rate of at least 90%. Failure, the educator does not teach this subject that term. An assessment needs to be made if that person is suitable to be involved with Education.

Educator is there to Guide. Help a scholar to understand. Also utilize faster learners to help the slower. Keep class focused. Educator refuse to give 'Homework'!

A teacher needs to be able to 'self assess' their teaching performance.
A class pupil comprehension rate of 90% plus is acceptable. Anything less, educator (**teacher**) is removed, retrained.

Principal assessment: A school pupil comprehension rate of 80% is acceptable. Anything less principal is removed. Returns to teaching.

Student 70% Teacher 90% Principal 80%

Ideas

Ideas are the beginning of the future. They make it possible to keep up with evolutionary changes. Ideas are the most productive of all intellectual property activity. They need to be preserved through **knowledge continuity**.

Don't let ideas be **forgotten** or **lost**. Write them down. Store, sort, file and revisit them!

Every day lots of ideas are thought off and quickly forgotten or lost. The reason, they were not preserved, recorded or written down. The best are lost!

Memory is unreliable when it comes to preserving and nurturing new ideas. Carry a notebook (**planner**) or recorder with you and when an idea develops, preserve it. Weekly file your ideas!

Review your ideas. As you review your ideas (**every 4 weeks**). Some will have no value and are not worth keeping. Discard Them! Some ideas appear useful now or at some later date. Keep these, file them: 'Active' or 'Later'. After reviewing and filing take the 'Active' file.

Pick an idea! Now make this idea grow. Think about it. Tie the idea to related ideas. Research, try to find anything akin or compatible with this idea. Investigate all angles and possibilities.

When you think your idea is ready to be applied. Do so! Try to get feedback so the idea can be fine tuned.

Future proof ideas through knowledge continuity. Ensure this by keeping ideas files updated. Furthermore in your, 'Will' mention where the files can be found!

Support your ideas with research! Research internet, archives, libraries... In some cases use questionnaire'.

Questioning and getting answers is part of human decision making.

Don't guess, assume or hope. Question, get answers, filter and access answer (s). Question asked (how, what, why, when) = Question answer leads to ideas. Ideas are what makes humans great!

Ideas procedure is used by custodian guardian, individuals, committees, work groups... Use a C.G. Planner!



Plagiarize

Universe Custodian Guardians support plagiarism in education. Plagiarize to build on, advance new ideas. Why rewrite something that is well written. Rather use it and expand on it. Evolution progresses by building on existing, then creating new. Education should do the same.

Re-writing is time wasting and not in the best interest of broadening the mind. A good piece of writing should be cherished not be mutilated by rewriting. Reading a good piece of writing encourages the mind to lift one's intellect to the high standard of the original. Stopping this thinking to concentrate on rewriting is mediocre education.

Banning plagiarism means stifling educational advancement. Plagiarizing is, 'Good'. Plagiarizing advances education. Plagiarize a good piece of writing, then expand on it. When good writing skills are gained. A person is ready to create a masterpiece that others can plagiarize.

Plagiarism does not only apply to writing. Plagiarism applies to all 'I.P.' Intellectual Property. The Community gives people a means and opportunity to develop, I.P.. Therefore all intellectual property is community property to be used by all! Selfish use and profiteering from 'I.P.'(copyright, patent) is plundering the community a crime to be prosecuted: '**MS R6**'

Note ! In corrupt, greed, profit driven Anti-**God** countries, plagiarizing may infringe copyright, patent. Claiming copyright is stealing from a community, criminal behavior. All 'Intellectual Property' belongs to a community for a benefit of all. Corrupt, greed, profit driven Anti-**God** countries, have their Government replaced, prosecuted, **MS R6**

End Copyright Patent. They are criminal, corrupt, parasitic, predatory, profiteering, MS R6 !

Planning

Planning gives a person a purpose! Planning is positive thinking! Planning means taking control, taking action! Planning is the beginning of the future and the planner is part of it!

Custodian Guardian use a C.G. Planner (NAtm). They plan weekly, yearly, quattro (4) yearly. They use ideas and obligations to prepare plans. They evaluate all plans, evaluation is influencing preparing of new plans.



Custodian Guardian use 2 relevant Prayers (Planner, Plan) before planning. Looking for spiritual guidance.

1 GOD is waiting to hear from you !

Planner Prayer

Dear **1 God**, Creator of the most beautiful Universe
Help me plan my daily routine
I shall analyze and review my plan
I will encourage others to use a planner
Thank you, for my planner
I endeavor to use it for short and long term planning
For the Glory of **1 God** and the good of humankind



This prayer is used in the morning part of the 'Daily Routine'!
On Fun Day analyze your actions against current plan.
Then enter your plans for the coming 6 days (days 1-6)!



Plan Prayer

Dear **1 God**, Creator of the most beautiful Universe
Hear my plan and please support my plan
I shall plan weekly, yearly and quattro yearly
Help me plan wisely with a hint of boldness
Thank you, for my Planner
Your most humble faithful custodian-guardian (1st name)
For the Glory of **1 God** and the good of humankind



This prayer is used before doing yearly planning. Every Passover analyze your actions against current yearly plan. Then enter your plan for the coming year. Quattro years analyze your passed 4 years action against current 4 year plan. Then enter your coming 4 years plan.

1 God created time to measure beginning and end of everything in the physical universe. The NATM C.G. Planner is referred to every morning as part of a daily routine. Use a planner as guide do not let time control you! Time should not be used to hurry people. The human body is not designed for hurrying. Rushing causes accidents, shoddy work,...

Planner specifications:

Order of Pages and instructions: **Daily:** Routine, Prayer, Fit.
Contacts: Emergency, Addresses. **Prayers:** Plan, Planner, Time
Weekly planner: 52 pages only. **Daily planner:** 365 pages only.
Passover planner: 1 page only. **Quattro planner:** 1 page only

Planner page is split into 2 columns: 'Plan' / 'Analyze'

Appendix Pages, instructions:

Time: C.G. Klock, Night Curfew, C.G. Kalender, Fun Day themes

Other: 7 Scrolls overview, 7 Provinces map, measures

Plus: Empty pages to write down, 'Ideas'!

Control time

Humans created time management to control time. In the imperfect Universe time is vague and not precise. Greed embraced time management to control time, the rush job and time slave were created.

1 God created time and set the example to control-time. Work 5 days on day 6 evaluate your achievement, complete any unfinished work and plan next weeks work. On day 7 rest enjoy life have a Fun Day! A weekly work plan is done on day 6. A weekly family plan on day 7!

Humans use time management to control-time. A combination of processes, tools and techniques are used to achieve this. Examples:

Each data that crosses your desk: **act on it, file it, or toss it.**

Make time for important things, not just urgent ones.

Set a starting time and deadline for each project.

Slice up big projects to bite size steps. **Then decide order of steps.**

Don't panic do the best you can.

If you run out of steam on a project, switch to another.

Don't rush stay in control of time.

Greed (parasitic predatory profiteers) embraced time management to control time. Greed created rush jobs (**piece work**) to increase profit. It created time cards to turn workers into time slaves. Greed created Just in Time inventory time management to increase profit.

Side effects of hurrying, rushing! To hurry or rush often results in accidents, shoddy work and anxiety. Leaders that hurry, rush are unfit to lead! They are replaced are unfit to hold future leadership position!

1 GOD didn't rush with any of creations! **1 GOD** did not design the human body to hurry, rush. To hurry, rush is a health hazard: Accidents, addictions, anxiety, depression, heart decease, high blood pressure, ...

Time should not be used to hurry people.
There is no need for speed.

Writing

Writing makes us civilized it helps us to communicate with others. Writing allows to comment, fantasy and report. Writing is part of knowledge continuity.

Writing starts with an outline. List the points that you want to make in order of importance. Cover each point fully. A summery is not needed when your material is clear, informative.

Then decide what more research is needed. Let the outline grow in your mind. Rewrite outline.

You are ready to create!

The lead should be ?style. It will convey vital information about what's following, in the shortest, simplest way. A lead needs to persuade a reader to continue reading.

The main part (**story**) presents anecdotes, facts, fiction, opinions. Opinions are active and personal. Presentation is interesting encouraging to read on to the end!

The finished original is edited (**don't edit while writing, it disrupts your writing flow**). Don't edit straight away. Sleep over and when refreshed, edit (**next day or later**). Editing is needed for re-writing. Editing looks at lead, readability, grammar, punctuation, wordage, accuracy, flow of story. Add art work, drawings, images, graphics were needed. Editing, re-writing is done at least 3 times with a sleep over (**next day or later**) in between.

Finished editing. Run: spell check and grammar check.
Add final: color, images and audio were needed.
Make your work 'copyright free', then publish.

Narrate

After completing your writing you may be asked to read it out! This is known as 1st person narrating. Make a copy double spaced in an easy to read font. Record reading it out loud in front of a mirror. Listen, boring, rushed, mumbled, uninteresting,.. Record again add pauses, variation in tone, facial expression, hand gestures, body gesture, passion, feeling. Repeat until you are happy. Now go and dazzle the public with your narration of your writing masterpiece!

Presentation

You may be asked to turn your writing into a presentation. Use your 1st person narration. Add a rhetorical thought provoking question, quote, headline a shocking statistic, use audio, visual aids, other props. Make sure you know how to operate use aids, props! Rehearse presentation until you are happy. Make sure you dress for the occasion, look the part. Now go and thrill your audience.

Script writing

Now it's time to put your writing into a screenplay to be used for film, games, television, video. Script writing writes down actions and movements, dialog and expressions of characters, expressing a story visually creating a screenplay.

Take your written work and dissect it. Creating characters, conflicts, relationships. Now make it flow so it becomes a screenplay. Rehearse until you are happy. Now write it in screenplay format. Use the format that applies in your area or the one specified by the director of the play.



Writing makes a person civilized. Write daily: diary, journal, planner. Write a biography, fantasy, fiction, your memoirs, a narration, a novel, an opinion, a report, a screenplay, a true story,

Further study: Numbers, Free Education, St topics, Projects, Qa=Qa !

