

# TRAINING

*A listing of materials available at the Justice Institute Library*

---

---

## GENERAL BOOKS

---

---

- 50 One-Minute Tips for Trainers: A Quick and Easy Guide** by Carrie A. Van Daele. Menlo Park, CA: Crisp Publications. (HF 5549.5 T7 V24 1995)
- 101 Stupid Things Trainers Do to Sabotage Success** by Nancy Stern and Maggi Payment. Irvine, CA: Richard Chang Associates. (HF 5549.5 T7 S678 1995)
- ABC of Learning and Teaching in Medicine** edited by Peter Cantillon, Diana Wood, and Sarah Yardley. Hoboken, NJ: Wiley. (R 834.5 A33 2017)
- Academic Integrity in the Twenty-First Century: A Teaching and Learning Imperative** by Tricia Bertram Gallant. San Francisco, CA: Jossey-Bass. (LB 3609 B47 2008)
- The Accidental Trainer: A Reference Manual for the Small, Part-Time, or One-Person Training Department** by Nanette Miner. San Francisco, CA: Pfeiffer. (HF 5549.5 T7 M555 2006)
- Active Training: a Handbook of Techniques, Designs, Case Examples and Tips** by Melvin L. Silberman and Elaine Biech. Hoboken, NJ: Wiley. (HF 5549.5 T7 S555 2015)
- Applying Successful Training Techniques: A Practical Guide to Coaching and Facilitating Skills** by Joe B. Wilson. Irvine, CA: Richard Chang Associates, Inc. (LB 1025.3 W547 1994)
- The Art and Science of Training** by Elaine Biech. Alexandria, VA: ATD Press. (LB 1027.47 B54 2017)
- The Art of Great Training Delivery: Strategies, Tools, and Tactics** by Jean Barbazette. San Francisco, CA: Pfeiffer. (LC 5225 L42 B37 2006)
- ASTD's Ultimate Train-The-Trainer: A Complete Guide to Training Success** by Elaine Biech. Alexandria, VA: ASTD Press. (HF 5549.5 T7 B53 2009)
- Becoming a Critically Reflective Teacher** by Stephen D. Brookfield. San Francisco, CA: Jossey-Bass. (LB 2331 B677 2017)
- Becoming an Effective Trainer: A Manual to Promote Professional Practice for New and Experienced Trainers and Educators in Non-Traditional Learning Environments** by Gillian Squirrell. Lyme Regis, Dorset ENG: Russell House Publishing. (LB 2331 S657 1998)

- Beyond Telling Ain't Training Fieldbook: Methods, Activities, and Tools for Effective Workplace Learning** by Harold D. Stolovitch and Erica J. Keeps. Alexandria, VA: ASTD Press. (HF 5549.5 T7 S763 2005)
- Beyond Transfer of Training: Engaging Systems to Improve Performance** by Mary L. Broad. San Francisco, CA: Pfeiffer. (HF 5549.5 P37 B76 2005)
- Blackboards and Badges: Teaching Style in Law Enforcement Education and Training in Oklahoma** by Mark Randall McCoy. Ann Arbor, MI: UMI Dissertation Seravcies. (HV 8145 O45 M336 2000)
- Business of Learning: How to Manage Corporate Training to Improve Your Bottom Line** by David L. Vance. Windsor, CO: Poudre River Press. (HF 5549.5 T7 V36 2010)
- Caffeinated Learning: How to Design and Conduct Rich, Robust Professional Training** by Anne M. Beninghof. San Bernadino, CA: Ideas for Educators. (HF 5549.5 T7 B46 2014)
- The Chicago Handbook for Teachers: A Practical Guide to the College Classroom** by Alan Brinkley ... [et al.]. Chicago, IL: University of Chicago Press. (LB 2331 C523 2011)
- The Courage to Teach: Exploring the Inner Landscape of a Teacher's Life** by Parker J. Palmer. San Francisco, CA: Jossey-Bass. (LB 1775 P25 2007)
- The Craft of Teaching: A Guide to Mastering the Professor's Art** by Kenneth E. Eble. San Francisco, CA: Jossey-Bass. (LB 2331 E328 1988)
- The Craft of Teaching Adults** edited by Thelma Barer-Stein and Michael Kompt. Toronto, ON: Irwin Pub. (LC 5215 C737 2000)
- Creating Training Miracles** by Alastair Rylatt and Kevin Lohan. San Francisco, CA: Pfeiffer. (HF 5549.5 T7 R95 1997)
- Creative Problem Solving** by Daryl Caswell. London, ON: Society for Teaching and Learning in Higher Education. (BF 449 C37 2006)
- Creative Training Techniques Handbook: Tips, Tactics, and How-to's for Delivering Effective Training** by Robert W. Pike. Amherst, MA: HRD Press Inc. (HF 5549.5 T7 P534 2002)
- Cultural Diversity and Inclusive Teaching** by Shibao Guo and Zenobia Jamal. Hamilton, ON: Society for Teaching and Learning in Higher Education. (LC 1200 G86 2007)
- Decision-Making Training** by Robert H. Vaughn. Alexandria, VA: ASTD Press. (HD 30.23 V38 2010)
- Delivering Effective Training Sessions** by Geri E.H. McArdle. Menlo Park, CA: Crisp Publications, Inc. (HF 5549.5 T7 M3693 1993)
- Delivering Instruction to Adult Learners** by Jeffrey A. Cantor. Toronto, ON: Wall & Emerson. (LB 1027 C255 2008)

- Developing and Delivering Adult Degree Programs** edited by James P. Pappas and Jerry Jerman. San Francisco, CA: Jossey-Bass. (LC 5215 D483 2004)
- Developing Teaching Style in Adult Education** by Joe E. Heimlich and Emmalou Norland. San Francisco, CA: Jossey-Bass. (LC 5251 H383 1994)
- Developing Technical Training: A Structured Approach for Developing Classroom and Computer-Based Instructional Materials** by Ruth Colvin Clark. San Francisco, CA: Pfeiffer/Wiley. (HF 5549.5 T7 C615 2008)
- Discussion in the College Classroom: Getting Your Students Engaged and Participating in Person and Online** by Jay R. Howard. San Francisco, CA: Jossey-Bass. (LB 2331 H68 2015)
- Distance Education: A Systems View of Online Learning** by Michael G. Moore and Greg Kearsley. Belmont, CA: Wadsworth Cengage Learning (LC 5805 M66 2012)
- Diversity and Motivation: Culturally Responsive Teaching in College** by Margery B. Ginsberg and Raymond J. Wlodkowski. San Francisco, CA: Jossey-Bass. (LC 1099.3 W56 2009)
- Educating the Reflective Practitioner: Toward a New Design for Teaching and Learning in the Professions** by Donald A. Schon. San Francisco, CA: Jossey-Bass. (LC 1059 S45 1987)
- Effective Teaching in Correctional Settings: Prisons, Jails, Juvenile Centers, and Alternative Schools** by Robert G. Thomas and R. Murray Thomas. Springfield, IL: Charles C. Thomas, Publisher. (HV 8883.3 U5 T46 2008)
- EMS Field Training Officer** by Robert G. Nixon. Upper Saddle River, NJ: Pearson/Prentice Hall. (RA 645.5 N595 2004)
- Energize Your Training: Creative Techniques to Engage Learners** by Robert W. Lucas. Alexandria, VA: ASTD Press. (HF 5549.5 T7 L83 2010)
- Energizing the Learning Environment** by William A. Draves. Manhattan, KS: Learning Resources Network. (LC 5251 D73 1995)
- Enhancing Adult Motivation to Learn: A Comprehensive Guide for Teaching Adults** by Raymond J. Wlodkowski and Margery B. Ginsberg. San Francisco, CA: Jossey-Bass, A Wiley brand. (LC 5219 W53 2017)
- Essentials of College and University Teaching: A Practical Guide** by Eleanor Boyle & Harley Rothstein. Vancouver, BC: ProActive Press. (LB 2331 B69 2008)
- The Evaluation of the Cost Effectiveness of Multi-Media Mixed-Mode Teaching and Learning** by J.C. Taylor and V.J. White. Canberra, ACT: Australian Government Publishing Service. (LB 1043 T285 1991)
- Everything You Ever Needed to Know About Training: A One-Stop Shop for Everyone Interested in Training, Learning, and Development** by Kaye Thorne and David Mackey. Philadelphia, PA: Kogan Page. (HF 5549.5 T7 T4625 2007)

**Evidence-Based Training Methods: A Guide for Training Professionals** by Ruth Colvin Clark.  
Alexandria, VA: ATD Press. (HF 5549.5 T7 C58 2015)

**Excellence in College Teaching and Learning: Classroom and Online Instruction** by George Henderson and Susan Smith Nash. Springfield, IL: Charles C. Thomas. (LB 2331 H447 2007)

**Facilitating for Learning: Tools for Teacher Groups of All Kinds** by David Allen and Tina Blythe.  
New York, NY: Teachers College Press. (LB 1032 A43 2015)

**Facilitation Basics** by Donald V. McCain. Alexandria, VA: ATD Press. (HF 5549.5 T7 M333 2015)

**Field Training Officer: Tips and Techniques for FTOs, Preceptors, and Mentors** by Bruce Nepon and Barry Eberly. Sudbury, MA: Jones and Bartlett. (RA 645.5 N376 2007)

**Fire and Emergency Services Instructor** by Clint Clausing and Libby Snyder. Stillwater, OK: Fire Protection Publications, Oklahoma State University. (TH 9120 F571 2012)

**Fire Instructor's Training Guide** by Joseph R. Bachtler. New York, NY: Fire Engineering.  
(TH 9120 B33 1989)

**Fire Service Instructor** by Jeffrey Lindsey. Upper Saddle River, NJ: Pearson Prentice Hall.  
(TH 9120 L564 2006)

**Fire Service Instructor: Principles and Practice** by the International Association of Fire Chiefs, International Society of Fire Service Instructors, and National Fire Protection Association.  
Burlington, MA: Jones & Bartlett Learning, LLC. (TH 9120 F583 2014)

**Five Perspectives on Teaching: Mapping a Plurality of the Good** by Daniel D. Pratt, Dave Smulders, and Associates. Malabar, FL: Krieger Publishing Company. (LC 5219 P73 2016)

**Foundations for the Practice of EMS Education** by Melissa Alexander. Upper Saddle River, NJ: Pearson/Prentice Hall. (RA 645.5 A54 2006)

**Foundations of Adult and Continuing Education** by Jovita M. Ross-Gordon, Amy D. Rose, and Carol E. Kasworm. San Francisco, CA: Jossey-Bass. (LC 5251 R57 2017)

**Foundations of Education: An EMS Approach.** National Association of EMS Educators. Clifton Park, NY: Delmar Cengage Learning. (RA 645.5 F684 2012)

**The Great Trainer's Guide: How to Train (Almost) Anyone to Do (Almost) Anything!** by Sue Vineyard. Downers Grove, IL: Heritage Arts. (HN 49 V64 V555 1995)

**The Group Trainer's Handbook: Designing and Delivering Training for Groups** by David Leigh.  
Philadelphia, PA: Kogan Page. (HF 5549.5 T7 L443 2006)

**A Guide to Faculty Development** by Kay Gillespie, Douglas L. Robertson, and associates. San Francisco, CA: Jossey-Bass. (LB 2331.72 G55 2010)

- Handbook II: Advanced Teaching Strategies for Adjunct Faculty** edited by Donald E. Greive and Patricia D. Lesko. Ann Arbor, MI: The Part-Time Press. (LB 2844.1 P3 H35 2016)
- Handbook of Adult and Continuing Education** edited by Carol E. Kasworm, Amy D. Rose, and Jovita M. Ross-Gordon. Los Angeles, CA: SAGE. (LC 5251 H28 2010)
- High-Risk Training: Managing Training Programs for High-Risk Occupations** by Gary Ward. New York, NY: Nicols Pub. (HF 5549.5 T7 W26 1988)
- How to Be an Effective Trainer: Skills for Managers and New Trainers** by Barry J. Smith and Brian L. Delahaye. Toronto, ON: Wiley. (HF 5549.5 T7 S642 1998)
- How to Survive a Training Assignment: A Practical Guide for the New, Part-Time or Temporary Trainer** by Steven K. Ellis. Reading, MA: Addison-Wesley Pub. Co. (HF 5549.5 T7 E43 1988)
- How to Teach Adults** by William A. Draves. Manhattan, KS: Learning Resources Network. (LC 5215 D73 1997)
- How to Teach Adults: Plan Your Class, Teach Your Students, Change the World** by Dan Spalding. San Francisco, CA: Jossey-Bass. (LC 5225 T4 S67 2014)
- HPI Essentials: A Just-the-Facts, Bottom-Line Primer on Human Performance Improvement** edited by George M. Piskurich. Alexandria, VA: ASTD. (HF 5549.5 T7 H725 2002)
- I'll Take Learning for 500: Using Game Shows to Engage, Motivate, and Train** by Dan Yaman and Missy Covington. San Francisco, CA: Jossey-Bass. (HF 5549.5 T7 Y36 2006)
- Improving Professional Learning: Twelve Strategies to Enhance Performance** by Alan B. Knox. Sterling, VA: Stylus Publishing, LLC. (LC 1059 K66 2016)
- Improving Your Classroom Teaching** by Maryellen Weimer. Newbury Park, CA: Sage Publications. (LB 2331 W38 1993)
- Incidental Trainer: A Reference Guide for Training Design, Development, and Delivery** by Margaret Wan. Boca Raton, FL: Taylor & Francis. (HF 5549.5 T7 W354 2014)
- Instructional Methods for Public Safety** by William D. McClincy. Sudbury, MA: Jones and Bartlett Learning. (HV 551.3 M33 2010)
- Instructor Excellence: Mastering the Delivery of Training** by Bob Powers and William J. Rothwell. San Francisco, CA: Pfeiffer. (HF 5549.5 T7 P628 2007)
- Just-In-Time Teaching: Across the Disciplines, Across the Academy** edited by Scott P. Simkins and Mark H. Maier. Sterling, VA: Stylus. (LB 2331 J78 2010)
- Law Enforcement Training: Dynamic Leadership Strategies** by Thomas E. Baker. Flushing, NY: Looseleaf Law Publications, Inc. (HV 7936 T7 B35 2015)

**Leading Effective Discussions** by Erika D.H. Kustra and Michael K. Potter. Hamilton, ON: Society for Teaching and Learning in Higher Education. (LB 1032 K88 2008)

**The Learning Challenge: Dealing with Technology, Innovation and Change in Learning and Development** by Nigel Paine. Philadelphia, PA: Kogan Page. (HD 58.82 P35 2014)

**Learning, Education and Development: A Comparative Review of the Private Sector** by R.T. Morrison, prepared for the Strategic Planning Committee on Police Training and Education. Toronto, ON: Ministry of the Solicitor General, The Committee. (HV 7936 T7 M675 1991)

**Learning in an Organizational Setting: The Public Service Context.** Ottawa, ON: Canadian Centre for Management Development. (JL 111 T7 D634 1991)

**Learning Paths: Increase Profits by Reducing the Time It Takes for Employees to Get Up-To-Speed** by Jim Williams and Steve Rosenbaum. San Francisco, CA: Jossey-Bass. (HD 5715 W53 2004)

**Learning to Listen, Learning to Teach: The Power of Dialogue in Educating Adults** by Jane Vella. San Francisco, CA: Jossey-Bass. (LC 5225 L42 V45 2002)

**Live Fire Training: Principles and Practice** by the International Association of Fire Chiefs, International Society of Fire Service Instructors, and National Fire Protection Agency. Sudbury, ON: Jones & Bartlett Learning. (TH 9120 L58 2015)

**Make Your Training Results Last: A Practical Guide to Successful Training Follow-Through** by Gloria E. Bader and Audrey E. Bloom. Irvine, CA: Richard Chang Associates, Inc. (HF 5549.5 T7 B234 1994)

**Making Live Training Lively: 50 Tips for Engaging Your Audience** by Andrea Molberg. Boston, MA: Course Technology. (HF 5549.5 T7 M643 2003)

**Managing Hostility in the Classroom: A Book of Resources for Teaching** compiled and edited by Rebecca Bach and Betsy Lucal. Washington, DC: American Sociological Association. (LB 3013.3 M254 2002)

**Mapping a Winning Training Approach: A Practical Guide to Choosing the Right Training Methods** by Joe B. Wilson. Irvine, CA: Richard Chang Associates. (LB 1028.38 W557 1995)

**Mastering the Techniques of Teaching** by Joseph Lowman. San Francisco, CA: Jossey-Bass. (LB 2331 L68 1995)

**McKeachie's Teaching Tips: Strategies, Research, and Theory for College and University Teachers** by Marilla D. Svinicki and Wilbert J. McKeachie. Belmont, CA: Wadsworth, Cengage Learning. (LB 2331 M394 2014)

**Mimetic Learning at Work: Learning in the Circumstances of Practice** by Stephen Billett. New York, NY: Springer. (HD 5715 B55 2014)

**Motivation from Within: Approaches for Encouraging Faculty and Students to Excel** edited by Michael Theall. San Francisco, CA: Jossey-Bass. (LB 1065 M688 1999)

**Needs Assessment Basics** by Beth McGoldrick and Deborah Tobey. Alexandria, VA: ATD Press. (HF 5549.5 T7 T59 2016)

**Open to Question: The Art of Teaching and Learning By Inquiry** by Walter L. Bateman. San Francisco, CA: Jossey-Bass. (LB 2331 B377 1990)

**People Strategies for Trainers: 176 Tips and Techniques for Dealing with Difficult Classroom Situations** by Robert W. Lucas. New York, NY: American Management Association. (HM 1166 L83 2005)

**Planning for Effective Training: A Guide for Law Enforcement Instructors and Trainers** by Jerrold E. Kemp and George W. Cochern. San Jose, CA: San Jose State University. (HV 7936 T7 K446 1991)

**Powerful Techniques for Teaching Adults** by Stephen D. Brookfield. San Francisco, CA: Jossey-Bass, a Wiley Imprint. (LC 5225 L42 B774 2013)

**A Practical Guide to Conducting Customized Work Force Training** edited by Sherrie L. Kantor. San Francisco, CA: Jossey-Bass. (LC 1085.2 P73 1994)

**A Practical Guide to Teaching in the Fire Service** by Henry Morse. Albany, NY: Delmar Publishers. (TH 9120 M67 1998)

**Preventing Death by Lecture! Terrific Tips for Turning Listeners into Learners** by Sharon Bowman. Glenbrook, NV: Bowperson Pub. (LB 1025.3 B69 2001)

**Programming for Older Adults.** Manhattan, KS: Learning Resources Network. (LC 5457 P766 1992)

**Promoting Active Learning: Strategies for the College Classroom** by Chet Meyers and Thomas B. Jones. San Francisco, CA: Jossey-Bass. (LB 1027.23 M49 1993)

**Promoting Civility: A Teaching Challenge** edited by Steven M. Richardson. San Francisco, CA: Jossey-Bass. (LB 3013 P763 1999)

**A Report on Adult Education and Training in Canada: Learning a Living.** Ottawa, ON: Statistics Canada. (LC 5254 R463 2001)  
<http://dsp-psd.pwgsc.gc.ca/Collection/CS81-586-2001E.pdf>

**Reflective Teaching and Learning in Further Education** by Nancy and Keith Appleyard. Norwich, ENG: Critical Publishing Ltd. (LC 5215 A58 2015)

**Sculpting the Learning Organization: Lessons in the Art and Science of Systemic Change** by Karen E. Watkins and Victoria J. Marsick. San Francisco, CA: Jossey-Bass. (HF 5549.5 T7 W378 1993)

- Serious Games: Games that Educate, Train and Inform** by David Michael and Sande Chen. Boston, MA: Thomson Course Technology. (QA 76.76 C672 M535 2006)
- Simulation and Gaming and the Teaching of Sociology** compiled by Richard L. Dukes. Washington, DC: American Sociological Association. (HM 45 S544 2001)
- The Skillful Teacher: On Technique, Trust and Responsiveness in the Classroom** by Stephen D. Brookfield. San Francisco, CA: Jossey-Bass. (LB 2331 B68 2015)
- Small Group Training Management.** Dickson, ACT: Emergency Management Australia. (HV 551.2 S524 1999)
- Social Media for Trainers: Techniques for Enhancing and Extending Learning** by Jane Bozarth. San Francisco, CA: Pfeiffer. (LB 1044.87 B693 2010)
- Speaking of Teaching-- Inclinations, Inspirations, and Innerworkings** by Avraham Cohen ... [et al.]. Rotterdam, NL: Sense. (LB 1025.3 C64 2012)
- Student Engagement Techniques: A Handbook for College Faculty** by Elizabeth F. Barkley. San Francisco, CA: Jossey-Bass. (LB 2331 B34 2010)
- Teach! The Art of Teaching Adults** by Leo A. Meyer. Hayward, CA: LAMA Books. (LB 1025.3 M494 2005)
- Teaching Adults: A Practical Guide for New Teachers** by Ralph G. Brockett. San Francisco, CA: Jossey-Bass. (LC 5215 B658 2015)
- Teaching at its Best: A Research-Based Resource for College Instructors** by Linda B. Nilson. San Francisco, CA: Jossey-Bass, a Wiley imprint. (LB 2331 N55 2016)
- The Teaching Firm: Where Productive Work and Learning Converge: Research Summary and Implications of Findings.** Newton, MA: Center for Workforce Development, Education Development Center. (HF 5549.5 T7 T424 1998)
- Teaching for Critical Thinking** by Geraldine Van Gyn and Carole Ford. London, ON: Society for Teaching and Learning in Higher Education. (LB 2395.35 V35 2006)
- Teaching for Learning: 101 Intentionally Designed Education Activities to Put Students on the Path to Success** by Claire Howell Major, Michael S. Harris, and Todd Zakrajsek. New York, NY: Routledge. (LB 2331 M348 2016)
- Teaching for the Two-Sided Mind: A Guide to Right Brain Left Brain Education** by Linda Verlee Williams. New York, NY: Simon & Schuster. (LB 1060 W54 1986)
- Teaching Large Classes** by Allan J. Gedalof. Halifax, NS: Office of Instructional Development and Technology, Dalhousie University. (LB 2331 G44 2007)
- Teaching Skills for Community Based Preceptors.** Vancouver, BC: University of British Columbia Faculty of Medicine, Office for Faculty Development. (RA 645.5 T433 2004)



**Teaching with Cases** by David Dunne and Kim Brooks. Guelph, ON: STLHE. (LB 2331 D86 2004)

**Telling Ain't Training** by Harold D. Stolovitch and Erica J. Keeps. Alexandria, VA: ATSD Press.  
(HF 5549.5 T7 2011)

**The Ten-Minute Trainer: 150 Ways to Teach It Quick and Make It Stick** by Sharon L. Bowman. San Francisco, CA: Pfeiffer. (HF 5549.5 T7 B619 2005)

**Tools for Teaching** by Barbara Gross Davis. San Francisco, CA: Jossey-Bass. (LB 2331 D37 2009)

**Tools of Engagement: Presenting and Training in a World of Social Media** by Tom Bunzel. San Francisco, CA: Wiley. (HF 5718.22 B86 2010)

**Trainer Basics** by George M. Piskurich. Alexandria, VA: ASTD. (HF 5549.5 T7 P547 2003)

**The Trainer's Tool Kit** by Cy Charney and Kathy Conway. New York, NY: AMACOM.  
(HF 5549.5 T7 C537 2005)

**Training and Assessing Non-Technical Skills: A Practical Guide** by Matthew J.W. Thomas. Boca Raton, FL: CRC Press, Taylor & Francis Group. (HF 5549.5 T7 T462 2018)

**Training and Development Yearbook.** Englewood Cliffs, NJ: Prentice Hall.  
(HF 5549.5 T7 T6653 1993/94) (Shelved in Reference section. For Library use only)

**Training in Motion: How to Use Movement to Create Engaging and Effective Learning** by Mike Kuczala. New York, NY: American Management Association. (HF 5549.5 T7 K83 2015)

**Training Law Enforcement Officers** by Rick D. Giovengo. Boca Raton, FL: CRC Press, Taylor & Francis Group. (HV 8142 G56 2017)

**Training Managers to Train: Developing Diverse Talents** by Herman E. Zaccarelli. Menlo Park, CA: Crisp Publications. (HF 5549.5 T7 Z223 2004)

**Training Methods That Work: A Handbook for Trainers** by Lois B. Hart. Los Altos, CA: Crisp Publications, Inc. (HF 5549.5 T7 H277 1991)

**Training Officer's Desk Reference** edited by Brian Ward. Burlington, MA: Jones & Bartlett Learning.  
(TH 9120 T73 2015)

**Training Older Workers and Learners: Maximizing Workplace Learning and Performance** by James L. Moseley and Joan Conway Dessinger. San Francisco, CA: Jossey-Bass.  
(HD 6279 M67 2007)

**Training Reinforcement: The 7 Principles to Create Measurable Behavior Change and Make Learning Stick** by Anthonie Wurth and Kees Wurth. Hoboken, NJ: Wiley.  
(HF 5549.5 T7 W87 2018)

**Training the Active Training Way: 8 Strategies to Spark Learning and Change** by Mel Silberman.  
San Francisco, CA: Pfeiffer. (HF 5549.5 T7 S554 2006)

**Using Active Learning in College Classes: A Range of Options for Faculty** edited by Tracey E. Sutherland and Charles C. Bonwell. San Francisco, CA: Jossey-Bass.  
(LB 1027.23 U853 1996)

**Using Case Studies, Simulations, and Games in Human Resource Development** by J. William Pfeiffer and Arlette C. Ballew. San Diego, CA: University Associates.  
(HF 5549.5 T7 P445 1988)

**Using Lecturettes, Theory, and Models in Human Resource Development** by J. William Pfeiffer and Arlette C. Ballew. San Diego, CA: University Associates. (HF 5549.5 T7 P443 1988)

**Using Role Plays in Human Resource Development** by J. William Pfeiffer and Arlette C. Ballew. San Diego, CA: University Associates. (HF 5549.5 T7 P444 1988)

**Volunteer Training Officer's Handbook** by W. Edward Buchanan, Jr. Tulsa, OK: PennWell Corporation. (TH 9120 B83 2003)

**What Every Manager Should Know About Training: An Insider's Guide to Getting Your Money's Worth from Training** by Robert F. Mager. Atlanta, GA: Center for Effective Performance.  
(HF 5549.5 T7 M227 1999)

**What Great Trainers Do: The Ultimate Guide to Delivering Engaging and Effective Learning** by Robert Bolton and Dorothy Grover Bolton. New York, NY: American Management Association.  
(HF 5549.5 T7 B5785 2016)

**What the Best College Teachers Do** by Ken Bain. Cambridge, MA: Harvard University Press.  
(LB 2331 B34 2004)

**The Winning Trainer: Winning Ways to Involve People in Learning** by Julius E. Eittington. Boston, MA: Butterworth-Heinemann. (HF 5549.5 T7 E38 2002)

---

**GENERAL DVDs**

---

D1494      **The Art of Teaching: Best Practices from a Master Educator** (4 DVDs, 720 minutes)  
Teaching is no easy task. It's an art form that requires craft, sensitivity, creativity, and intelligence. Whether the classroom consists of 3 students or 300, it's important to be as effective and successful a teacher as possible, both for the students and for professional and personal growth. This program is designed to help develop and enhance teaching style; provide methods, tools, and advice for handling all manner of teaching scenarios; and help viewers achieve new levels of success as teachers. (The Great Courses)  
(LB 1025.3 A46 2010)

- D1067      **The Art of Teaching. Volume 1** (DVD, 36 minutes)  
 Dr. Neil Smith filmed university classes and interviewed dozens of faculty members and students to document key elements of essential teaching strategies. This DVD is based on the framework of the instructional skills workshop, a model that is implemented in many higher education classroom settings. (Vancouver Island University. Teaching and Learning Centre) (LB 2331 A788 2010)
- D1791      **The Instructional Technique of Demonstration-Practice-Feedback**  
 (DVD, 12 minutes)  
 Tells instructors how to employ the three-part instructional technique of demonstration-practice-feedback. The technique is demonstrated in a fashion such that it could be adapted to any subject area where an instructor has to demonstrate a skill. (Justice Institute of British Columbia, Paramedic Academy) (LB 1027 I57 1984)
- D1711      **Simulations: A Safe Place to Make Mistakes** (DVD, 12 minutes)  
 Demonstrates the use of simulations as learning tools. The role of “sims” in providing authentic training experiences with minimal risk and maximum safety is highlighted. The program covers planning, running and debriefing for simulations and is designed for cross-discipline trainers of trainers, instructors and curriculum developers intending to incorporate real-life simulations in their work and teaching. (Paramedic Academy, Justice Institute of B.C.) (LB 1029 S53 S547 1998)
- D751      **Teaching with the Brain in Mind** (DVD, 85 minutes)  
 In this session offered at the JIBC, Bob Aitken, renowned expert in brain research, examines and demonstrates practical ways in which we can apply the information from brain research in our work and in our lives outside of work. He discusses answers to questions like “how can we teach so students learn in a mindful way?” and “how can we create a brain-friendly environment?”. (Justice Institute of BC - Media Centre) (LB 1060 A585 2008)

**ACTIVITIES**

- 50 Creative Training Openers and Energizers: Innovative Ways to Start Your Training with a Bang!** by Bob Pike and Lynn Solem. San Francisco, CA: Jossey-Bass/Pfeiffer and Creative Training Techniques Press. (LB 1027.47 P53 2000)
- 99 of the Best Experiential Corporate Games We Know!** by Simon Priest, Sam Sikes, and Faithe Evans. Lakebay, WA: Experientia Consulting Consortium (HF 5549.5 T7 P753 2000)
- 101 More Games for Trainers: Another Collection of the Best Activities from Creative Training Techniques Newsletter** by Bob Pike with Christopher Busse. Minneapolis, MN: Lakewood Publications. (HF 5549.5 T7 P543 1995)
- 101 More Ways to Make Training Active** by Elaine Biech. Hoboken, NJ: John Wiley & Sons, Inc. (LB 1027.23 B536 2015)
- 101 Ways to Make Learning Active Beyond the Classroom** by Elaine Biech. Hoboken, NJ: Wiley. (HD 5715 B54 2015)

**101 Ways to Make Training Active** by Mel Silberman. San Francisco, CA: Pfeiffer.  
(LB 1027.23 S55 2005)

**Activities for Trainers: 50 Useful Designs** by Cyril R. Mill. San Diego, CA: University Associates.  
(HM 133 M47 1980)

**The Annual: Developing Human Resources** by J. William Pfeiffer. San Diego, CA: University Associates. (HM 133 A55 H26) (Shelved in Reference section. For Library use only.)  
*This is a set of many volumes of "experiential learning activities". Check the latest volume for the index to the entire set.*

**The Big Book of Humorous Training Games** by Doni Tamblyn and Sharyn Weiss. New York, NY: McGraw Hill. (HF 5549.5 T7 T26 2000)

**The Big Book of Icebreakers: 50 Quick, Fun Activities for Energizing Meetings and Workshops** by Edie West. New York, NY: McGraw-Hill. (HF 5549.5 G73 W47 1999)

**The Book of Road-Tested Activities** edited by Elaine Biech. San Francisco, CA: Pfeiffer.  
(HD 30.4 B66 2011)

**Even More Games Trainers Play: Experiential Learning Exercises** by John W. Newstrom and Edward E. Scannell. New York, NY: McGraw Hill. (HM 133 S29 1994)

**Games Trainers Play: Experiential Learning Exercises** by John W. Newstrom and Edward E. Scannell. New York, NY: McGraw Hill: (HM 133 N49 1980)

**Jolts! Activities to Wake Up and Engage Your Participants** by Sivasailam "Thiagi" Thiagarajan and Tracy Tagliati. San Francisco, CA: Pfeiffer. (HD 30.26 T486 2011)

**More Games Trainers Play: Experiential Learning Exercises** by John W. Newstrom and Edward E. Scannell. New York, NY: McGraw Hill. (HM 133 S3 1983)

**More Jolts! 50 Activities to Wake Up and Engage Your Participants** by Sivasailam "Thiagi" Thiagarajan and Tracy Tagliati. San Francisco, CA: Pfeiffer. (HD 30.26 T487 2012)

**The NASAGA Training Activity Book/North American Simulation and Gaming Association** edited by Judith M. Blohm. San Francisco, CA: Pfeiffer. (HD 30.26 N67 2012)

**The New Encyclopedia of Group Activities** by Lorraine L. Ukens. San Francisco, CA: Pfeiffer.  
(HM 134 U34 2004)

**Still More Games Trainers Play: Experiential Learning Exercises** by John W. Newstrom and Edward E. Scannell. New York, NY: McGraw Hill. (HM 133 S325 1991)

**Training that Sticks! 50 Creative Ways to Make the Most of Post-It Notes** by Tony Bray. Port Perry, ON: Owen-Stewart Performance Resources Inc. (HF 5549.5 T7 B73 2008) (CD-ROM)

**Unforgettable Experiential Activities: An Active Training Resource** by Mel Silberman. San Francisco, CA: Pfeiffer. (HF 5549.5 T7 S553 2010)

**EVALUATION - BOOKS**

**Alternative Strategies for Evaluating Student Learning** edited by Michelle V. Achacoso and Marilla D. Svinicki. San Francisco, CA: Jossey-Bass. (LB 2822.75 A487 2005)

**Another Look at Evaluating Training Programs: Fifty Articles from Training & Development and Technical Training Magazines Cover the Essentials of Evaluation and Return-on-Investment** compiled by Donald L. Kirkpatrick. Alexandria, VA: American Society for Training and Development. (HF 5549.5 T7 M674 1998)

**Applied Educational Assessment** by David A. Payne. Belmont, CA: Wadsworth Pub. Co. (LB 3051 P334 1997)

**The Art and Science of Classroom Assessment: The Missing Part of Pedagogy** by Susan M. Brookhart. Washington, DC: George Washington University, Graduate School of Education and Human Development. (LB 2822.75 B76 1999)

**The Art of Evaluation: A Resource for Educators and Trainers** by Tara J. Fenwick and Jim Parsons. Toronto, ON: Thompson Educational Pub. (LB 3051 F46 2009)

**Assessing Adult Learning in Diverse Settings: Current Issues and Approaches** by Amy D. Rose and Meredyth A. Leahy. San Francisco, CA: Jossey-Bass. (LC 5225 L42 A873 1997)

**Assessing Student Learning: A Common Sense Guide** by Linda Suskie. San Francisco, CA: Jossey-Bass. (LB 2336 S873 2018)

**Assessment Clear and Simple: A Practical Guide for Institutions, Departments, and General Education** by Barbara E. Walvoord. San Francisco, CA: Jossey-Bass. (LB 2822.75 W35 2010)

**Assessment Essentials: Planning, Implementing, and Improving Assessment in Higher Education** by Trudy W. Banta and Catherine A. Palomba. San Francisco, CA: Jossey-Bass & Pfeiffer Imprints. (LB 2366.2 P35 2014)

**Assessment Strategies for the On-Line Class: From Theory to Practice** edited by Rebecca S. Anderson, John F. Bauer, and Bruce W. Speck. San Francisco, CA: Jossey-Bass. (LB 1028.5 A873 2002)

**ASTD Handbook for Measuring and Evaluating Training** edited by Patricia Pulliam Phillips. Alexandria, VA: American Society for Training & Development. (HF 5549.5 T7 A869 2010)

**The Best Evaluations for Seminars and Conferences** by Paul Franklin and William A. Draves. Manhattan, KS: Learning Resources Network. (AS 6 F72 1997)

- Changing the Way We Grade Student Performance: Classroom Assessment and the New Learning Paradigm** edited by Rebecca S. Anderson and Bruce W. Speck. San Francisco, CA: Jossey-Bass. (LB 3051 C428 1998)
- Classroom Assessment Techniques: A Handbook for College Teachers** by K. Patricia Cross and Thomas A. Angelo. San Francisco, CA: Jossey-Bass. (LB 2368 C768 1993)
- Costs, Benefits, and Productivity in Training Systems** by Greg Kearsley. Reading, MA: Addison-Wesley Pub. Co. (HF 5549.5 T7 K34 1982)
- Course Evaluations.** Manhattan, KS: LERN. (LB 2822.75 C684 1993)
- Creating High-Impact Training: A Practical Guide to Successful Training Outcomes** by Richard Y. Chang. Irvine, CA: Richard Chang Associates. (HF 5549.5 T7 C525 1994)
- Criterion-Referenced Test Development: Technical and Legal Guidelines for Corporate Training** by Sharon A. Shrock and William C. Coscarelli. San Francisco, CA: Pfeiffer. (HF 5549.5 T7 S554 2007)
- Effective Grading: A Tool for Learning and Assessment in College** by Barbara E. Walvoord and Virginia Johnson Anderson. San Francisco, CA: Jossey-Bass. (LB 2368 W35 2010)
- Essentials for Evaluation** by Alice K. Waagen. Alexandria, VA: American Society for Training and Development. (HF 5549.5 T7 W33 2000)
- Evaluating Learning Systems: A Review of Current Practices** by Darren F. Smith. Toronto, ON: Ministry of the Solicitor General, Strategic Planning Committee on Police Training and Education. (HV 7936 T7 S657 1992)
- Evaluating Teaching in Higher Education: Vision for the Future** edited by Katherine E. Ryan. San Francisco, CA: Jossey-Bass. (LB 2333 E928 2000)
- Evaluating Technical Training: A Functional Approach** by Salvatore V. Falletta and Wendy L. Combs. Alexandria, VA: American Society for Training and Development. (HF 5549.5 T7 F355 1997)
- Evaluating the Impact of Training: A Collection of Tools and Techniques** by Scott B. Parry. Alexandria, VA: American Society for Training and Development. (HF 5549.5 T7 P284 1997)
- Evaluating Trainer Effectiveness: Evaluation & Research** by Mal Conway and Michael F. Cassidy. Alexandria, Va.: American Society for Training & Development. (HF 5549.5 T7 C71 2001)
- Evaluation: 10 Significant Ways for Measuring and Improving Training Impact** by Sandra J. Merwin. San Francisco, CA: Jossey-Bass. (HF 5549.5 T7 M467 1992)
- Evaluation Basics** by Donald V. McCain. Alexandria, VA: ATD Press. (HF 5549.5 T7 M334 2016)
- High Response Surveys** by William A. Draves. River Falls, WI: LERN Books. (LB 2823 D728 1988)

**How Do They Know They Know? Evaluating Adult Learning** by Jane Vella, Paula Berardinelli, and Jim Burrow. San Francisco, CA: Jossey-Bass Publishers. (LC 5251 V445 1997)

**How to Focus an Evaluation** by Brian M. Stecher. Newbury Park, CA: Sage Publications. (LB 2823 S743 1987)

**Information Literacy Assessment: Standards-Based Tools and Assignments** by Teresa Y. Neely. Chicago, IL: American Library Association. (ZA 3075 N435 2006)

**Kirkpatrick's Four Levels of Training Evaluation** by James D. Kirkpatrick and Wendy Kayser Kirkpatrick. Alexandria, VA: ATD Press. (HF 5549.5 T7 K57 2016)

**Learning Assessment Techniques: A Handbook for College Faculty** by Elizabeth F. Barkley and Claire Howell Major. San Francisco, CA: Jossey-Bass & Pfeiffer Imprints, Wiley. (LB 2331 B366 2016)

**Level 1 Evaluation: Reaction and Planned Action** by Jack Phillips, Joan Wright, and Sandra Pettit-Sleet. Alexandria, VA: ASTD. (HF 5549.5 T7 P44 2000 no.1)

**Level 2 Evaluation: Learning** by Jack Phillips, Robert Shriver, and H. Steve Giles. Alexandria, VA: ASTD. (HF 5549.5 T7 P44 2000 no.2)

**Level 3 Evaluation: Application: Evaluation & Research** by Jack Phillips, William Jones, and Connie Schmidt. Alexandria, VA: ASTD. (HF 5549.5 T7 P44 2000 no.3)

**Level 4 Evaluation: Business Results: Evaluation & Research** by Jack Phillips and Ronnie D. Stone. Alexandria, VA: ASTD. (HF 5549.5 T7 P44 2000 no.4)

**Level 5 Evaluation: Mastering ROI** by Jack Phillips and Patricia Pulliam. Alexandria, VA: ASTD. (HF 5549.5 T7 P44 2000 no.5)

**Making Training Evaluation Work: Show Value and Communicate Results, Select the Right Model and Find Resources, Get Management Buy-In and Overcome Resistance** by Jack J. Phillips, Patricia Pulliam Phillips, and Toni Krucky Hodges. Alexandria, VA: ASTD Press. (HF 5549.5 T7 P433 2004)

**Measuring Instructional Results: Or, Got a Match? How to Find Out if Your Instructional Objectives Have Been Achieved** by Robert F. Mager. Atlanta, GA: CEP Press. (LB 3051 M418 1997)

**Measuring the Impact of Training: A Practical Guide to Calculating Measurable Results** by Pamela A. Wade. Irvine, CA: Richard Chang Associates. (HF 5549.5 T7 W33 1998)

**Performance-Focused Smile Sheets: A Radical Rethinking of a Dangerous Art Form** by Will Thalheimer. Minneapolis, MN: Itasca Books. (HF 5549.5 T7 T43 2016)

**Planning and Assessment in Higher Education: Demonstrating Institutional Effectiveness** by Michael F. Middaugh. San Francisco, CA: Jossey-Bass. (LB 2341 M443 2010)

**Program Evaluation: Alternative Approaches and Practical Guidelines** by Jody L. Fitzpatrick, James R. Sanders, and Blaine R. Worthen. Upper Saddle River, NJ: Pearson Education. (LB 2822.75 W67 2011)

**The Program Evaluation Standards: A Guide for Evaluators and Evaluation Users** edited by Donald B. Yarbrough ... [et al.]. Thousand Oaks, CA: SAGE. (LB 3051 P648 2011)

**Ratios for Success.** Manhattan, KS: LERN. (LB 2822.75 R287 1992)

**Standards for Educational and Psychological Testing** by the American Educational Research Association, American Psychological Association, and the National Council on Measurement in Education. Washington, DC: American Educational Research Association. (LB 3051 A693 2014)

**Test Development: Fundamentals for Certification and Evaluation** by Melissa Fein. Alexandria, VA: ASTD Press. (LB 3060.65 F45 2012)

**Test Validity in Justice and Safety Training Contexts: A Study of Criterion-Referenced Assessment in a Police Academy** by Kevin I. Minor ... [et al.]. Springfield, IL.: Charles C. Thomas. (HV 7923 T478 2005)

**The Test Writer's Guide to Crafting Good Questions** by Jill Meryl Levy. Campbell, CA: Firebelle Productions. (LB 3060.65 L488 2010)

**Testing for Learning Outcomes** by Deborah Grafinger Hacker. Alexandria, VA: American Society for Training and Development. (HF 5549.5 T7 H33 1998)

**Tests That Work: Designing and Delivering Fair and Practical Measurement Tools in the Workplace** by Odin Westgaard. San Francisco, CA: Jossey Bass/Pfeiffer. (HF 5549.5 E5 W473 1999)

**The Training Measurement Book: Best Practices, Proven Methodologies, and Practical Approaches** by Josh Bersin. San Francisco, CA: Pfeiffer. (HF 5549.5 T7 B4816 2008)

**Validating Your Training** by Tony Newby. Amsterdam, NL Pfeiffer & Co. (HF 5549.5 T7 N483 1992)

---

---

**EVALUATION - DVDs**

---

---

D1318      **Assessment: Show What You Know** (DVD, 120 minutes)  
Alice Cassidy reviews the interconnection between the following: learning objectives; choice of assignments, tests, and other ways for students to demonstrate their learning; and grading rubrics and associated feedback. She also discusses how to evaluate simulations, the potential for self, peer, or co-assessment, and the techniques for authentic assessment such as the use of portfolios. (Justice Institute of B.C.) (LB 2822.75 C377 2011)



---

---

**NEEDS ASSESSMENT - BOOKS**

---

---

**Assessing Needs in Continuing Education: An Essential Tool for Quality Improvement** by Donna S. Queeney. San Francisco, CA: Jossey-Bass. (LC 5219 Q84 1995)

**Identifying Targeted Training Needs: A Practical Guide to Beginning an Effective Training Strategy** by Sally Sparhawk. Irvine, CA: Richard Chang Associates. (HF 5549.5 T7 S645 1994)

**Needs Assessment by Focus Group** by Mary Austin. Alexandria, VA: American Society for Training and Development. (HF 5549 T7 A887 1994)

**Needs Assessment Instruments** by Edith L. Allen. Alexandria, VA American Society for Training and Development. (HF 5549.5 T7 N397 1990)

**Needs Assessment: What Do You Really Need to Know? Workshop Materials, February 9 & 16, New Westminster, B.C.** by Thomas J. Sork. Vancouver, BC: The Author. (LC 5225 N43 N433 1996)

**Planning and Conducting Needs Assessments: A Practical Guide** by Belle Ruth Witkin. Thousand Oaks, CA: Sage Publications. (HD 30.28 W595 1995)

**A Practical Guide to Needs Assessment** by Catherine Sleezer, Darlene Russ-Eft, and Kavita Gupta. San Francisco, CA: Jossey-Bass & Pfeiffer. (HF 5549.5 T7 G87 2014)

**Successful Needs Assessments.** Manhattan, KS: Learning Resources Network. (LC 5225 N43 S935 1998)

**Training Needs Analysis in the Workplace** by Robyn Peterson. Amsterdam, NL Pfeiffer & Company. (HF 5549.5 T7 P484 1992)

**Training Needs Assessment: Methods, Tools, and Techniques** by Jean Barbazette. San Francisco, CA: Pfeiffer. (HF 5549.5 T7 B288 2006)

---

---

**ON THE JOB TRAINING - BOOKS**

---

---

**Handbook of Human Performance Technology: Principles, Practices, and Potential** edited by James A. Pershing. San Francisco, CA: Pfeiffer. (HF 5549.5 P37 H36 2006)

**Improving On-the-Job Training: How to Establish and Operate a Comprehensive OJT Program** by William J. Rothwell and H.C. Kazanas. San Francisco, CA: Pfeiffer. (HF 5549.5 T7 R659 2004)

**Job Aids and Performance Support: Moving from Knowledge in the Classroom to Knowledge Everywhere** by Allison Rossett & Lisa Schafer. San Francisco, CA: Pfeiffer. (HF 5549.5 T7 R648 2007)

**On-the-Job Orientation and Training: A Practical Guide to Enhanced Performance** by Larry R. Smalley. Irvine, CA: Richard Chang Associates, Inc. (HF 5549.5 T7 S624 1994)

**On-the-Job Training** by Robert Steinback. Boston, MA: Thomson Course Technology. (HF 5549.5 T7 S743 2005)

**On-the-Job Training: The Key to Staff Success** by Charles M. Cadwell. Lanham, MD: American Correctional Association. (HV 8763 C238 1999)

**One-On-One Training: How to Effectively Train One Person At a Time** by Bob Pike, Lynn Solem, and Dave Arch. San Francisco, CA: Jossey-Bass/Pfeiffer. (HF 5549.5 T7 P465 2000)

**One-to-One Training and Coaching Skills** by Roger Buckley. San Diego, CA: Pfeiffer. (LB 1031 B825 1991)

**Skills Training for Tomorrow's Work Force** by Laurie Field. Amsterdam, NL: Pfeiffer. (HF 5549.5 T7 F534 1994)

**The Trainer's Handbook** by Karen Lawson. Hoboken, NJ: Wiley. (HF 5549.5 T7 L344 2016)

---

---

**PREPARING TRAINING MATERIALS - BOOKS**

---

---

**Conquering the Content: A Blueprint for Online Course Design and Development** by Robin M. Smith. San Francisco, CA: Jossey-Bass. (LB 1044.87 S617 2014)

**Flip Chart Power: Secrets of the Masters** by Bonnie E. Burn. Johannesburg, ZA: Pfeiffer. (HD 38 B7946 1996)

**Flip Charts: How to Draw Them and How to Use Them** by Richard C. Brandt. Richmond, VA: Brandt Management Group, Inc. (HD 30.3 B735 1986)

**How to Write & Prepare Training Materials** by Nancy Stimson. Sterling, VA: Kogan Page. (LB 1044.88 S754 2002)

**How to Write Terrific Training Materials: Methods, Tools, and Techniques** by Jean Barbazette. San Francisco, CA: Wiley. (HF 5549.5 T7 B283 2013)

**Instructional Design for Action Learning** by Geri McArdle. New York, NY: American Management Association. (LB 1028.38 M33 2011)

**Planning, Producing, and Using Instructional Media** by Jerrold E. Kemp and Don C. Smellie. New York, NY: Harper & Row. (LB 1043 K4 1989)

**Preparing Instructional Text: Document Design Using Desktop Publishing** by Earl R. Misanchuk. Englewood Cliffs, NJ: Educational Technology Publications. (Z 286 D47 M59 1992)

**Producing High-Impact Learning Tools: A Practical Guide to Developing Effective Training Materials** by Pamela A. Wade. Irvine, CA: Richard Chang Associates. (LB 1042.7 W234 1995)

**Secrets to Enliven Learning: How to Develop Extraordinary Self-Directed Training Materials** by Ann Petit. Amsterdam, NL Pfeiffer. (LB 1044.88 P485 1994)

**Teach Like a Gamer: Adapting the Instructional Design of Digital Role-Playing Games** by Carly Finseth. Jefferson, NC: McFarland & Company, Inc. (LB 1029 G3 F57 2018)

**Visual Communicating** by Ralph E. Wileman. Englewood Cliffs, NJ: Educational Technology Publications. (LB 1043.5 W498 1993)

**Writing Training Materials that Work: How to Train Anyone to do Anything: A Practical Guide for Trainers Based on Current Cognitive Psychology and ID Theory and Research** by Wellesley R. Foshay, Kenneth H. Silber, and Michael B. Stelnicki. San Francisco, CA: Jossey-Bass/Pfeiffer. (HF 5549.5 T7 F679 2003)

**PROGRAM PLANNING - BOOKS**

**The Action Research Planner** edited by Stephen Kemmis and Robin McTaggart. Geelong, VIC, AU: Deakin University. (LB 1028.24 A277 1988)

**The Art and Craft of Course Design** by Tony Earl. New York, NY: Nichols Pub. Co. (LB 1028.35 E37 1987)

**Beyond Instruction: Comprehensive Program Planning for Business and Education** by William J. Rothwell and Peter S. Cookson. San Francisco, CA: Jossey-Bass. (HF 5549.5 T7 R657 1997)

**Building Successful Training Programs: A Step-by-Step Guide** by Kay Tytler Abella. Reading, MA: Addison-Wesley. (HF 5549.5 T7 A26 1986)

**Course Design Made Easy: Instructional Systems Development, September 2006, Issue 0609** by George Piskurich. Alexandria, VA: ASTD Press. (HF 5549.5 T7 P57 2006)

**Creating Courses for Adults: Design for Learning** by Ralf St. Clair. San Francisco, CA: Jossey-Bass. (LC 5215 S743 2015)

**Creating Significant Learning Experiences: An Integrated Approach to Designing College Courses** by L. Dee Fink. San Francisco, CA: Jossey-Bass. (LB 2331 F495 2013)

**DACUM** by Barbara J. Mitchell. Vancouver, BC: University of British Columbia. (LC 1048 C87 D22 1983)

*v.1. Introduction to Dacum--v. 2. The Dacum Workshop--v. 3. From Skill profile to objectives--v. 4. From objectives to instruction.*

- A Designer's Log: Case Studies in Instructional Design** by Michael Power. Edmonton, AB: AU Press. (LB 2361 P682 2009)
- Designing and Assessing Courses and Curricula: A Practical Guide** by Robert M. Diamond. San Francisco, CA: Jossey-Bass. (LB 2361.5 D5 2008)
- Designing Effective Instruction** by Gary R. Morrison ... [et al.]. Hoboken, NJ: Wiley. (LB 1028.38 K46 2010)
- Designing Instructional Systems: Decision Making in Course Planning and Curriculum Design** by A.J. Romiszowski. New York, NY: Nichols Pub. (LB 1028.35 R65 1981)
- Designing Training for the National Institute of Corrections Academy: Instructional Theory into Practice.** Washington, DC: National Institute of Corrections. (HV 8763 D488 1992)
- Developing Attitude Toward Learning, or, SMATS "n" SMUTS** by Robert Frank Mager. Belmont, CA: Lake Publishing. (LB 1084 M334 1984)
- Developing Instructional Design** by Geri McArdle. Los Altos, CA: Crisp Publications. (LB 1028.38 M127 1991)
- Educational Planning: Strategic, Tactical, Operational** by Roger Kaufman, Jerry Herman, and Kathi Watters. Lancaster, PA: Technomic Pub. (LC 71.2 K388 1996)
- Financial Handbook for Lifelong Learning Programs.** Manhattan, KS: Learning Resources Network. (LC 5225 F56 F55 1996)
- Gronlund's Writing Instructional Objectives** by Norman E. Gronlund and Susan M. Brookhart. Upper Saddle River, NJ: Pearson/Merrill Prentice Hall. (LB 1027.4 G76 2009)
- Helping Adults Learn: Course Planning for Adult Learners** by Mark Waldron. Toronto, ON: Thompson Educational Pub. (LC 5219 W243 1991)
- How to Write Learning Objectives** by Sarah A. Lutterodt. Columbia, MD: GP Courseware. (LB 1027 L874 1985)
- I M D Instructional Module Development: Course Manager Module** by Robert F. Mager. Los Altos Hills, CA: Mager Associates. (LB 1028.5 M293 1977)
- Integrating Information Literacy into the Higher Education Curriculum: Practical Models for Transformation** by Ilene Rockman and Associates. San Francisco, CA: Jossey-Bass. (ZA 3075 I57 2004)
- ISD from the Ground Up: A No-Nonsense Approach to Instructional Design** by Chuck Hodell. Alexandria, VA: ATD Press. (LB 1028.38 H63 2016)
- The Learner-Centered Curriculum: Design and Implementation** by Roxanne Cullen, Michael Harris, and Reinhold R. Hill. San Francisco, CA: Jossey-Bass. (LB 2361.5 C85 2012)

**Making Instruction Work: Or, Skillbloomers: A Step-By-Step Guide to Designing and Developing Instruction that Works** by Robert F. Mager. Atlanta, GA: The Center for Effective Performance, Inc. (LB 1025.2 M234 1997)

**Making the Training Process Work** by Donald F. Michalak and Edwin G. Yager. New York, NY: Harper & Row. (HF 5549.5 T7 M5 1979)

**Map It: The Hands-On Guide to Strategic Training Design** by Cathy Moore. United States: Montesa Press. (HF 5549.5 T7 M66 2017)

**Mastering the Instructional Design Process: A Systematic Approach** by William J. Rothwell ... [et al.]. Hoboken, NJ: Wiley. (HF 5549.5 T7 R659 2016)

**Mistakes Made and Lessons Learned: Overcoming Obstacles to Successful Program Planning** by Thomas J. Sork. San Francisco, CA: Jossey-Bass. (LC 5219 M573 1991)

**Organization and Administration of Adult Education Programs: A Guide for Practitioners** by Steven W. Schmidt and Susan M. Yelich Biniecki. Charlotte, NC: IAP, Information Age Publishing, Inc. (LC 5225 A34 S45 2016)

**Planning Programs for Adult Learners: A Practical Guide** by Rosemary S. Caffarella and Sandra Ratcliff Daffron. San Francisco, CA: Jossey-Bass. (LC 5225 A34 C34 2013)

**Planning Responsibly for Adult Education: A Guide to Negotiating Power and Interests** by Ronald M. Cervero. San Francisco, CA: Jossey-Bass. (LC 5251 C47 1994)

**Preparing Instructional Objectives: A Critical Tool in the Development of Effective Instruction** by Robert Frank Mager. Atlanta, GA: CEP Press. (LB 1027 M2 1997)

**Principles of Instructional Design** by Robert M. Gagne ... [et al.]. Belmont, CA.: Thomson/Wadsworth. (LB 1028.38 G34 2004)

**Program Development in Continuing Education** by Allan E. Goody. Malabar, FL: Krieger Pub. Co. (LC 5251 G646 1995)

**The (Quick) Instructional Planner: A Learn-As-You-Go Guide That Takes You from Rough Idea to Well-Crafted Course Plan** by Peter Renner. Vancouver, BC: Training Associates. (LB 1028.35 R455 2001)

**Rapid Instructional Design: Learning ID Fast and Right** by George M. Piskurich. Hoboken, NJ: Wiley. (LB 1028.38 P57 2015)

**Rapid Training Development: Developing Training Courses Fast and Right** by George M. Piskurich. San Francisco, CA: Pfeiffer. (LB 1028.38 P568 2009)

**SMEs from the Ground Up: A No-Nonsense Approach to Trainer-Expert Collaboration** by Chuck Hodell. Alexandria, VA: ASTD Press. (LB 1028.38 H63 2013)

**Successful Certificate Programs** by William A. Draves. Manhattan, KS: Learning Resources Network. (LC 5219 D728 1999)

**The Systematic Design of Instruction** by Walter Dick ... [et al.]. Boston, MA: Pearson. (LB 1028.38 D53 2014)

**Teaching Naked Techniques: A Practical Guide to Designing Better Classes** by José Antonio Bowen and C. Edward Watson. San Francisco, CA: Jossey-Bass. (LB 2806.15 B66 2017)

**Training Design Basics** by Saul Carliner. Alexandria, VA: ATD Press. (HF 5549.5 T7 C275 2015)

---

---

**WORKSHOPS - BOOKS**

---

---

**The Art of Teaching Adults: How to Become an Exceptional Instructor & Facilitator** by Peter Renner. Vancouver, BC: Training Associates. (LC 5219 R455 2005)

**Designing and Implementing Effective Workshops** edited by Thomas J. Sork. San Francisco, CA: Jossey-Bass. (LC 44.2 D485 1984)

**Facilitation Made Easy: Practical Tips to Improve Meetings & Workshops** by Esther Cameron. London, ENG: Kogan Page. (HM 751 C36 2005)

**How to Run Seminars and Workshops: Presentation Skills for Consultants, Trainers, Teachers, Salespeople** by Robert Jolles. Hoboken, NJ: John Wiley & Sons, Inc. (AS 6 J65 2017)

**The Workshop Planner: The A — Z of Workshop Planning** by Gwen T. Winterberger. Boulder, CO: National Information Center on Volunteerism. (LC 6519 W558 1976)

**The Workshops Manual: Planning and Presenting Workshops.** Toronto, ON: Nell Warren Associates. (HF 5549.5 T7 W675 1989)

**Workshops Winners: Developing Creative and Dynamic Workshops** by Carol Painter. Minneapolis, MN: Educational Media Corp. (LC 6519 P25 1993)

***Journals with articles on Teaching:***

Academic Medicine  
The Clinical Teacher  
The Law Enforcement Trainer (American Society of Law Enforcement Trainers)  
Medical Education  
Teaching Excellence (Centre for Curriculum and Professional Development)  
Training  
Training and Development Journal  
T+D: Better Performance through Workplace Learning

***Last updated: October 30, 2018***

***Always current at: <http://www.jibc.ca/library/research-help/bibliographies>***