



Super*U***TRAIN**[™]
Leader's Guide
for
212[°] **the extra degree**

This complete **SuperUTRAIN Package** provides everything you need to conduct effective training sessions and activities based upon the hardcover book

212° the extra degree by Sam Parker and Mac Anderson.

Whether you're a seasoned training professional or a team leader with minimal teaching experience, this package will equip you to present the ideal learning experiences for your group.

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Introduction

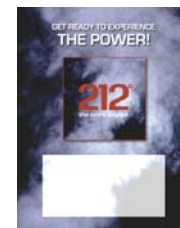


This **Leader's Guide** provides a variety of training options to meet your specific needs. You may choose to create a complete 212-minute training event. Perhaps a 60-minute session would be better for you. Or maybe you merely want to add a quick learning activity ("Meeting Agenda Item") to one or more of your upcoming work group meetings. Regardless of your preference, with this Leader's Guide, you'll soon be ready to go!

INCLUDED MATERIALS

Within this complete SuperUTRAIN package, you will find the following easy-to-use components to assist you in your training delivery:

- ✓ A complete **Leader's Guide** (this document) – to print and follow.
- ✓ **PowerPoint® Visuals** – to assemble, select, and use.
 - a set of standard Program Slides that correspond to the training activities in this Guide
 - a set of additional Resource Slides (from the book) to add and use at your discretion
- ✓ **Participant Materials** – to print and distribute as appropriate.
- ✓ A copy of the **hardcover book 212° the extra degree**.
- ✓ The **212° the extra degree movie**. (DVD provided in the back of the hardcover book)
- ✓ A **Program Announcement mini-poster** – to print and post throughout your facility (with a blank text box in which to add your training session information).
- ✓ A "for Facilitators only" video presentation providing additional ideas for bringing the 212° message to life in your organization.



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Training Message & Objectives



Training Message

At 211 degrees, water is hot.
At 212 degrees, it boils.
And with boiling water, comes steam.
And steam can power a locomotive.

Raising the temperature of water by one extra degree means the difference between something that is simply very hot and something that generates enough force to power a massive machine!

212° the extra degree is an inspiring metaphor with a motivating and focused message. It helps team members understand and remember that by making small changes – by applying a little extra effort – they can realize greater success in their personal and professional lives.

Training Objectives

The learning activities provided in this SuperUTRAIN package are designed to help everyone in your organization reach new levels of performance by implementing the principles of **212° the extra degree**. The discussion questions and group exercises have been built around three primary training objectives:

1. **Review and discuss the key concepts presented in 212° the extra degree.**
2. **Examine and discuss the value of giving extra effort to the important areas of our work ... and our lives.**
3. **Identify actions we can – and will – take to apply “the extra degree.”**

Delivery Options Matrix



Review the Delivery Options Matrix (below) when planning your activity or session. Within the Matrix you will find different training delivery examples. Consider which activities will work for your specific needs. Customize your program by selecting the desired activities that fit within your timeframe.

ACTIVITY	Meeting Agenda Item	60-Minute Session	212-Minute Session	Keynote Presentation
Welcome / Review Agenda & Training Objectives (5 min.)		✓	✓	Call: 1.888.822.9255
View & Discuss 212° Movie (13 min.)	✓	✓	✓	
Learning Exercise # 1 (15 min.)	Time permitting, you can also use any of these exercises as independent Meeting Agenda Items.	✓	✓	
Learning Exercise # 2 (25 min.)			✓	
Learning Exercise # 3 (25 min.)			✓	
BREAK (15 min.)			✓	
Learning Exercise # 4 (25 min.)			✓	
Learning Exercise # 5 (25 min.)			✓	
Learning Exercise # 6 (25 min.)			✓	
Learning Exercise # 7 (15 min.) Personal Action Plans		✓	✓	
Review Key Learning Points / Close (12 min.)		✓	✓	
Complete Feedback Forms / Distribute Certificates (12 min.)			✓	

You'll find instructions for conducting each of the above activities later in this Guide.

Training Preparation



Before delivering any of the training options, we encourage you to review the material in this package several times to become comfortable with the format and subject matter – including the hardcover book **212° the extra degree**. This will ensure that you are prepared to help participants gain the most from their learning experience.

Consider which activities will be appropriate for your group – based upon your goals for the training and the time you have available. Once you have decided on which activities you will conduct, gather the presentation materials and equipment you'll need and have them available for your session. And, be sure to have an adequate supply of participant materials on hand.

The included PowerPoint slides will help you stay on track. Review the slides prior to training and be sure to “hide” any that pertain to activities you have chosen to omit. And consider customizing your training and accompanying slide presentation by adding (copy & paste) visuals from the “Resource Slides” file provided with this package. Then, practice going through the slides a few times so that you're familiar with them and comfortable with their use.

(Note: To “hide” a slide: go to “slide sorter view,” right click on the slide, and then select “hide slide.” The program will skip over any slides you have hidden. Follow the same process to un-hide a slide.)

For 60 and 212-minute sessions, we suggest you send a memo or invitation to participants approximately 1-2 weeks prior to the training date. The invitation should include the specific time and location for the event, the purpose/goals of the training, and what kind of preparation is requested. Consider adding your specific program information – and then printing and posting the included **Program Announcement mini-poster** as a reminder for all attendees. And, of course, you'll want to provide a copy of the **212° the extra degree** book to each participant as required pre-reading prior to the event. Instruct everyone to bring their books with them to the session.

A group size of 10-20 people is ideal for interactive training. Such groups are easy to facilitate and afford everyone the opportunity to participate.