

## **ACTIVITY SHEET – SKILLS OF MANAGING HUMAN RELATIONS**

### **ACTIVITY**

You want to conduct a 5-day programme on “Child’s Rights”. Which outside agencies would you approach? What community resources could you use?

### **Self-check questions**

1. What do you understand by the then “Human Resources Management?”
  
2. Here are some factors which affect the mindset of the trainees in a training situation’
  - (a) Trainee attention
  - (b) Awareness of the objectives of a training programme
  - (c) Previous experience/knowledge of the trainees
  - (d) Presenting new material
  - (e) Providing learner guidance
  - (f) Monitoring trainee performance

What skills does a trainer need so as to regulate the factors mentioned above to his advantage?