

The Legacy Series, LLC

Visit

www.thelegacyseries.org

With *experience and success* as tax law instructors,

Bryan Gates, EA and
Beanna Whitlock, EA CSA

will be your hands-on facilitators teaching you how to prepare materials to *Teach Taxes*

Take advantage of this limited opportunity to learn from two of the most successful program developers and join the world of those who *teach tax!*



The Legacy Series *Level 2*

Tax law course developers design presentation materials that increase the knowledge and skills of people in the tax profession. Courses must be designed to keep professionals up to date in the constantly changing world of tax law, to help them advance from fundamental concepts to the most complex, and to help them maintain a high level of professional ethics as they carry out their respective duties to their clients and to our system of tax law administration.

Instructional designers create documents that allow presenters to facilitate a dynamic learning experience. When the process is complete the designer evaluates the product with a single question: Is this course current and will it enhance a participant's professional knowledge in federal taxation or federal tax related matters

This hands-on workshop will provide you with a proven step-by-step process to design acceptable and challenging materials.

- Identifying appropriate content
- Breaking content into separate steps
- Pitching content appropriately to audience level
- Determining the best sequence for the content
- Presenting the content so that each learner masters the objectives

Don't wait another minute. Make the decision that will improve your skills – and attitudes – about speaking. Reserve your space in one of the next workshops.



Teaching Taxes

The Legacy Series, LLC Level 2 Program Development



Speak Up, Speak Out, Speak Often!

CONTACT:

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thelegacyseries.org



Program Developers Wanted!

This two-day course will prepare you to develop programs everyone will approve

- Making the audience's experience more interesting and lively
- Including tips professionals use to add value to the materials
- Building the newest learning activities into your program
- Creating challenges and changes of pace into the program
- Managing course designs to avoid presentation crises
- Using time saving strategies to sort through voluminous information
- Using the internet to search for content
- Increasing the speed and effectiveness of learning
- Finding resources, methods, materials, and designs
- Meeting the requirements of governing regulations



Two Days to Success

Attendees should come prepared to develop, with assistance, a tax topic program ready for presentation **Class size is limited** to allow special attention to each participant.

A laptop computer is required.

POWER Point

When used effectively, it adds tremendously to presentations. Beanna's shares her secrets based on years of experience in developing and using slides that will help you move from being technically proficient to using PowerPoint effectively.

Let Bryan and Beanna share their wealth of knowledge and experience about:

- Following principles of adult learning
- Meeting individual needs
- Accommodating individual learning styles
- Deciding how much content to cover
- Creating formats that fit the audience
- Building practice in a program
- Preventing boredom
- Letting go - it has to be finished
- Preventing continuous improvements from delaying the material
- Checking the design: does it meet the training needs
- Using a *reader* and *fact checker*
- Seeing improvements that can be made
- Separating remarks from significant feedback

Reservation Form

Sign up for:

The LS Workshop II:

Las Vegas, NV

\$499.00

May 16 - 17, 2012

FAX To: 727-213-6752

Name _____

Address _____

Phone _____

E-mail _____

All Credit Card Payments by *Pay Pal*

Go to

www.americanacademyoftaxpractice.com

-OR- mail your check payable to;

The Legacy Series

Call Jean @ 760-304-4152 for instructions

Want more information?

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