Mandrakesoft Training

Course Preparation

Mandrakesoft requires that all instructors are LPI Certified (Linux Professional Institute).

Mandrakesoft strongly encourages instructors to **take the courses** they wish to teach themselves, at a Certified Mandrake's Linux Training Center, in order to experience a certified instructor-led course first-hand.

Mandrakesoft highly recommends they devote all the time required to validate the exercises, **prepare their classes** and become familiarized with all the difficulties of the training course.

It is important for the instructors to familiarize themselves with **the reference materials** for the course they will be teaching, so as to always remain within the bounds of the actual course content.

The **instructor's guide** should enable the instructor to understand the main points and aims of each module, and how the courses and exercises should be structured. It should also enable the instructor to gauge the pace of the course with respect to the timing established.

Teaching a Course

Instructors should:

◆ Monitor the presence and conformity of **the equipment**
◆ Respect the training course content, as well as the structure and timing set down in the **course outline**
◆ Guarantee the proper use of the reference materials, by ensuring that each participant has an up-to-date original copy of the **course materials**. The instructor should use the documentation as specified in the instructor's guide
◆ Fill in the **Instructor Evaluation Form.** This form enables Mandrakesoft to enhance its offer. Therefore it is important to take the time to fill it out carefully, and send it to Mandrakesoft at the end of each training session.

Instructor's Forum

This forum contains answers to questions asked by participants, posted by Mandrakesoft Certified Instructors.

Instructors should:

◆ Check it **before** each teaching session - it will enable you to take advantage of the latest news on the course that you wish to teach
◆ Add to it **after** each teaching session - so that the problems you encountered can also be posted, the errors can be pinpointed and your points of view can be aired on any changes that should be made

On-going participation - by answering other instructors' questions. Any relevant comments will also be added to the new versions of the course reference materials. *Note: The clauses on confidentiality, reproduction and translation are specified in the instructor's contract.*