




Prior Learning

This short list of prior learning requirements is not only for your benefit, but for those with whom you may find yourself in a training environment with.

 Intellectual Skills	High school level numeracy and literacy
 Technology Skills 1	Basic computing skills
 Technology Skills 2	Basic application skills

Possessing at least the basic skills that are outlined above increases confidence, eliminates unnecessary troubleshooting during class and client session time, and makes for a much more efficient and effective learning and mentoring environment.

We understand that using technology can be quite confronting for some people, so on the following page we have supplied links to training forums and videos for the two Computer Skills categories to help expedite the process in attaining these skills. These basic computer skills are 100% necessary for carrying out the work of a Western Mindfulness Mentor, and to be able to fully engage in the online training experience.

We urge you to invest the time in acquiring these skills before you apply for our training program.

If you possess medium to strong, general computer skills you will not need to complete this activity. If you classify yourself as someone with below average to weak computer skills, we highly recommend that you do complete this activity.

Technology Skills 1

Basic computing skills

This course by wikiversity https://en.wikiversity.org/wiki/Computer_Skills can help you to learn basic computer skills, including typing and using a mouse. After you've mastered the basics, this course will help you learn about Internet and email, computers, and word processing. What to do now:

1. Go to the website listed above to access the short course
2. Scroll down until you find the subheading 'SKILLS'
3. From the list of skills, complete the following activities:
 - Typing
 - Mouse
 - Internet
 - Email
 - Hardware
 - Operating Systems
 - Word Processing

When you can confidently carry out each of the skills listed above, your ability will be satisfactory for navigating the training platform, and to carry out the required note taking during mentoring sessions with your clients. If you are not confident in carrying out these basic skills, we recommend that you work on these first before attending our training.

Technology Skills 2

Basic application skills

Currently there are 3 applications that you need to be able to navigate in order to carry out your mentor training and mentoring sessions with clients. Click on the product name to find out more information about how to use each product.

- [Dropbox](#)
- [GoodNotes](#) (or other PDF editor such as Notability)
- [Zoom](#)

During the mentor training there is a small portion of time allocated to discussing how to use these applications for your client sessions, but training is not provided on how to navigate the actual applications. It is advised that you download and familiarise yourself with each of the applications so that you have a basic understanding of how to use them without support. If you are not confident in using these applications, we recommend that you work on developing these skills first before attending our training.