



Preparing For Your Masterclass/Skills Festival

Here are some tasks and activities that you can complete to prepare for a masterclass and skills festival.

Please ensure the activities included in this booklet are complete and uploaded to your e-portfolio 3 days prior to a masterclass or skills festival.

1.**REVIEW THE TITLE/TOPIC OF THE MASTERCLASS SESSION**

- Review the topic of the session to begin to understand what will be covered.
- Write down any personal goals you would like answered during the session.

2.**COMPLETE PRE-READING**

- Read any assigned materials, such as textbooks, articles, research links or handouts.
- Summarise key points or create a glossary of key terms to support your understanding.

3.**PRACTICE RELEVANT SKILLS**

- Identify any skills relevant to the session and practice them in advance, such as writing, presenting, or analysing case studies.
- Complete exercises or tasks that reinforce foundational knowledge.

4.**PREPARE QUESTIONS**

- Reflect on the topic and prepare a list of questions or areas of confusion to raise during the session.

5.**CREATE A STUDY PLAN**

- Organise materials into a clear structure (e.g., use notebooks, digital folders, or templates).
- Develop a timeline or checklist to guide preparation activities.

6.**ENGAGE WITH MULTIMEDIA RESOURCES**

- Watch videos, listen to podcasts, or explore interactive resources related to the topic.
- Take notes on insights gained from these resources.

7.**COLLABORATE WITH PEERS**

- Participate in group discussions or study groups to share perspectives and deepen understanding during the masterclass.

8.**SELF-REFLECTION**

- Reflect on prior knowledge and experiences related to the topic.
- Identify strengths and areas for improvement in their current understanding.

Masterclass/ Skills Festival Title

Date

Topic to be covered

Learner Name

Trainer/ Skills Coach Name

1. Write down 3 personal goals you would like answered during the session.

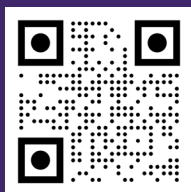
2. Summarise key points or create a glossary of key terms to support your understanding and new learning that you have developed by preparing for the masterclass.

3. Reflect on the topic and prepare a list of questions or areas of confusion to raise during the session.

4. Reflect on prior knowledge and experiences related to the topic. Identify strengths and areas for improvement in their current understanding.

STRENGTHS	AREAS FOR IMPROVEMENT

Please ensure the above is completed and submitted prior to the masterclass or skills festival.



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