Guide for Instructors Implementing Virtual Delivery of TCAFP Lessons  
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**Purpose:** This guide is a temporary option to enable participants to continue their tai chi practice using Dr. Paul Lam’s online lessons under the guidance of a certified instructor.

The instructors may discover this method to be the most useful and fulfilling way to teach Tai Chi for Arthritis for Fall Prevention during this challenging pandemic. The research and experience that comprise the online lessons, combined with instructors’ personal knowledge and experience with their participants, will be very effective. Their guidance, encouragement, and feedback for the participants will enhance the benefits of the program. Feel free to contact me through service@tchi.org

Instructors can use platforms such as YouTube, What’s App, Facebook and Zoom to teach this way and keep connected to your participants. Be sure to plan a regular time to meet. It is helpful if participants are subscribed to the online video lesson course or have access to the DVD to support their practice between lessons. Keep the group small enough so that you can communicate comfortably.

**Sample lesson format for a great practice and social connection:**

- Using a platform that it successfully supports Two Way communication, ensure you and the participants are in full frame. Sound Check with everyone.
- Plan time for participants and instructor to have fun and connect with each other.
- Introduce yourself, as if you are in-person with them. It is important to form a connection. Give simple information about who you are and the benefits of the program to the participant. Address any questions or concerns.
- Remind the group of the general safety guidelines.
- Discuss the message at the end of the video lesson that they had been assigned as homework. Ask if there are any questions on it. If you like, give your personal interpretation and why the message is important.
- Follow your usual class format. Work through the warmup exercises and review what was already learned in prior lessons. Practice several times, both front-on and back-on. Take care to emphasize staying safe. Give feedback. If they do well, you can move on. Shift to Seated Tai Chi if they appear tired or need a water break.
- Demonstrate the new movements in the current day’s lesson.
- Lead them through the cool-downs.
- Assign participants to watch the upcoming online lesson. Encourage them to practice and share their positive experiences.
- Close with the greeting.

Continue through all the lessons in this way, remembering the importance of being personal and friendly. The general idea is that one should not do more than one lesson between each meeting, but it is OK to make one lesson go for several sessions. Some movements are more intricate and will take more time to teach. Explain the tai chi philosophy of slower is quicker and less is often more. Periodically remind the group of safety guidelines, and please use positive feedback.