Train The Trainer
Training Needs Identification & Design
QQI Level 6
(Attracts 15 Credits - Ref: 6N3325)

Become an Approved Trainer

Learn to identify training needs in an organisation and prepare engaging content for the purpose of improving employee job performance.

"Delivering First Class Training since 1992"

training
for success

QQI AWARD

CPD CERTIFIED
The CPD Certification Service
Collective Mark

"Delivering First Class Training since 1992"
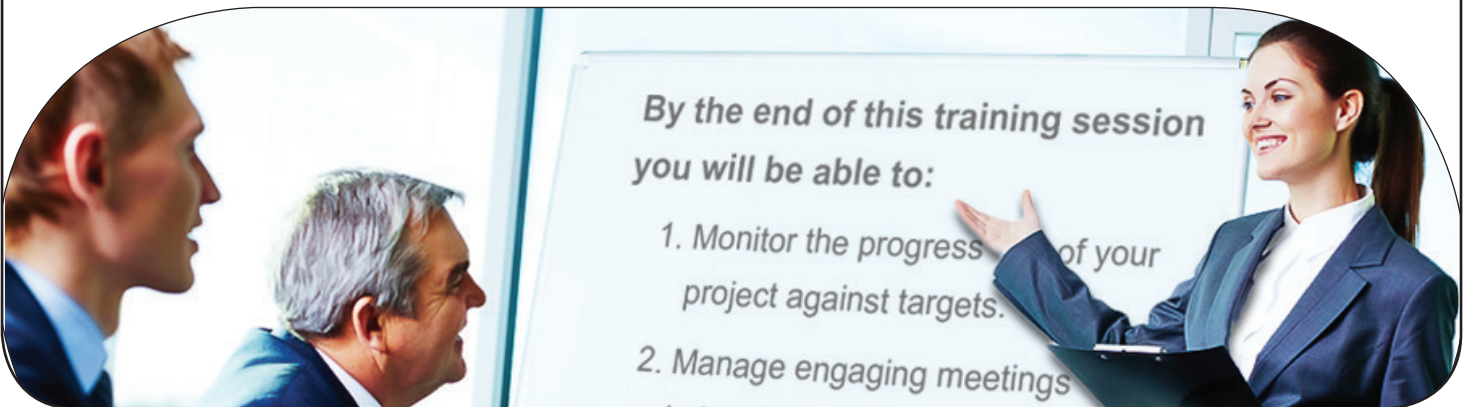www.trainingforsuccess.ie

Course Content

Who is this course for?

➡ Newly Appointed Trainers

➡ On the Job Trainers

➡ Team Leaders

➡ Staff involved in Administration, Delivery, Design and Assessment

➡ Those who are planning a career in Training and Development

➡ Trainers who need to up-skill and gain a formal National Qualification

➡ Those who need credit towards another QQI Certificate i.e. Business, Administration etc.

Our Approach

We offer a media-rich, engaging and interactive Train the Trainer programme which is memorable, lively and effective, helping you become an outstanding trainer that makes a difference.

This interactive training programme is written and designed by trainers who are passionate about what they do.

You will have access to engaging course content, videos, interactive activities and quizzes that are designed to accelerate the learning process and engage you throughout.

By the end of this training session you will be able to:

1. Monitor the progress of your project against targets.

2. Manage engaging meetings

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Course Content

Unit 1 — Theories of Training and Adult Learning

➡ Apply principles of adult learning in a training situation

➡ Compare and contrast concepts of training and education

➡ Explore key principles and methodologies which underpin adult learning of learning styles, learning outcomes and essential techniques

➡ Evaluate the approaches of different adult learning theorists i.e. Knowles, Kolb, Honey and Mumford etc

➡ Assess the contribution of theorists to the psychology of learning

➡ Assess a range of Instructional System Design (ISD) Models

➡ Apply a comprehensive range of specialised skills and tools in identifying the barriers to training and attitudes to training in an organisation

Unit 2 — Training Needs Analysis and Programme Design

➡ Identify the different stages of the Training Cycle

➡ Analyse a Training Need

➡ Discuss the advantages and disadvantages of completing a Training Needs Analysis

➡ Outline the 4 steps used to perform a Training Needs Analysis

➡ Conduct a Training Needs Analysis

➡ Outline the 3 components of a Training Programme

➡ Compile a list of Learning Objectives (Outcomes)

➡ Justify how Learning Objectives can be used to evaluate learning effectiveness

➡ Design Learning programmes relevant to the identifi ed needs of the Learners

➡ Write for your Learners

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Unit 3 — Preparing for Training and Delivery

➡ Plan the Delivery of a Training Session

➡ Prepare appropriate training methods for each element of the training session

➡ Produce exercises/activities for use within a training session

➡ Prepare and demonstrate the use of visuals aids in line with best practices

In-House / Tailored Courses

We are happy to design and deliver courses
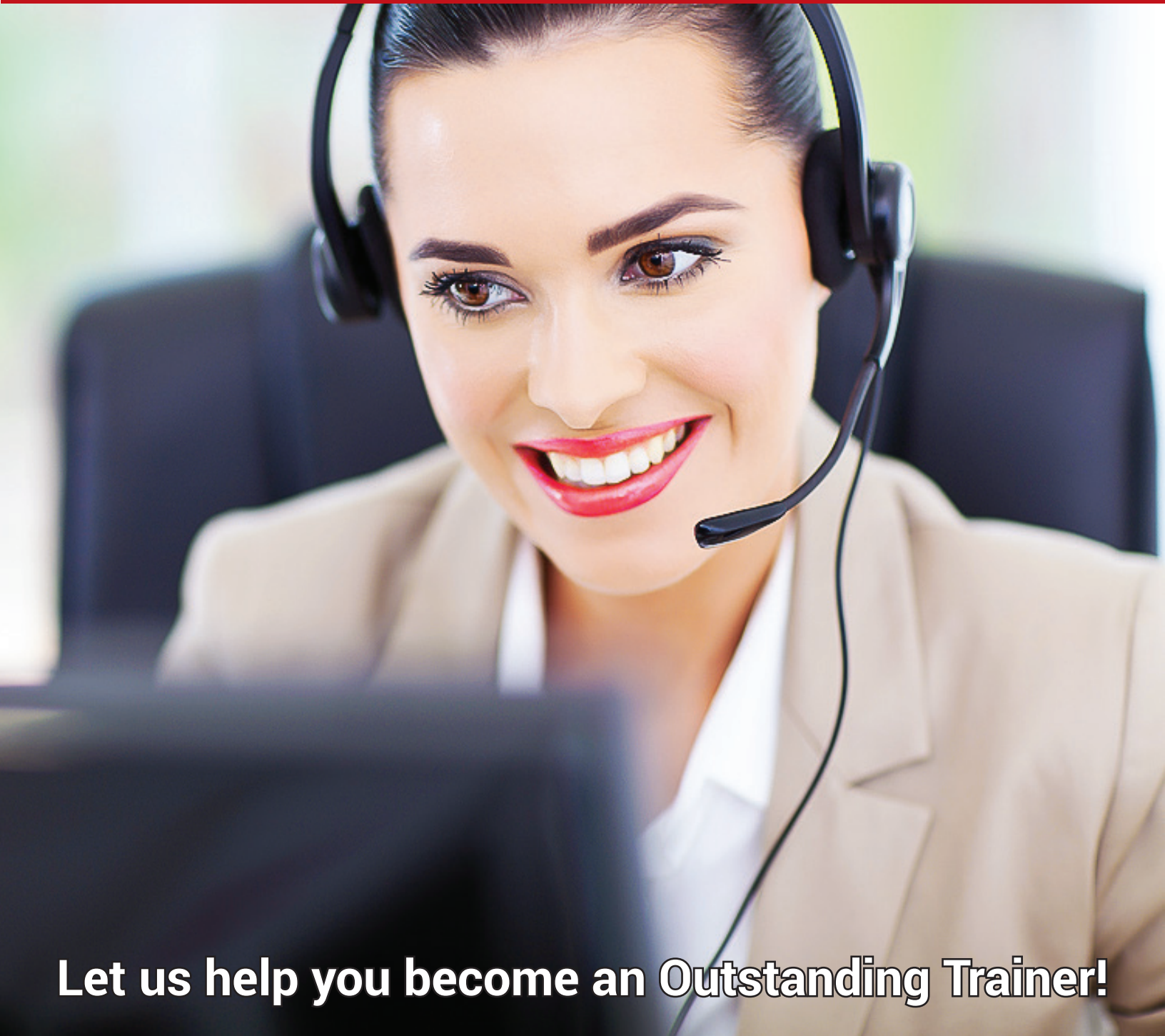
to suit your company's needs.

Please contact us to discuss this further.

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If you are keen on becoming an approved trainer, contact us for further information.

Let us help you become an Outstanding Trainer!

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