

International Train The Trainer Online Course

Become an Internationally Recognised Certified Trainer

Learn to deliver and evaluate training that is memorable, lively, interactive and effective, helping you become a trainer that makes a difference.



“Delivering First Class Training since 1992”

Course Content

Who is this course for?

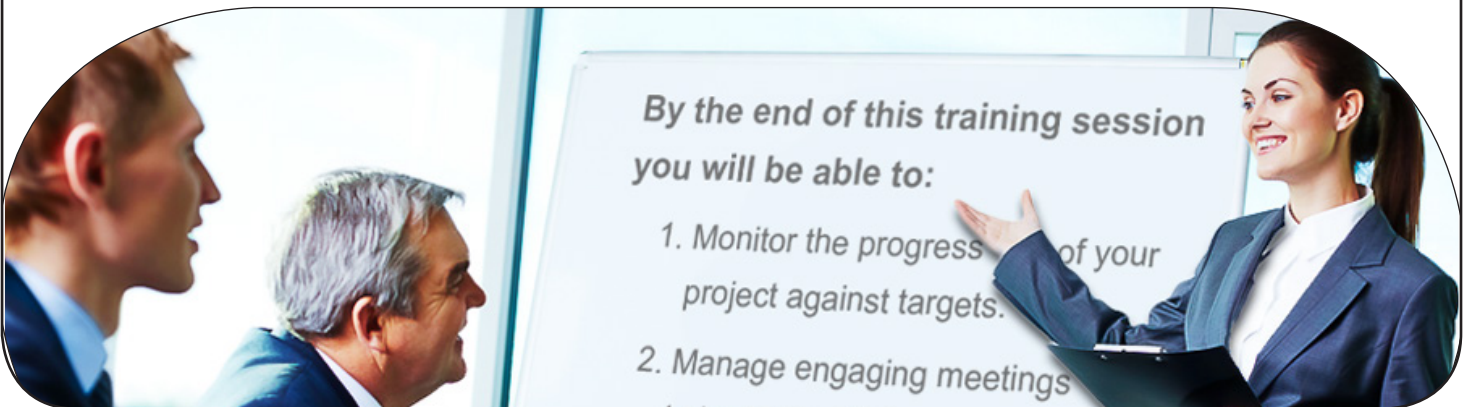
- Newly Appointed Trainers
- On the Job Trainers
- Team Leaders
- Staff involved in Administration, Delivery, Design and Assessment
- Those who are planning a career in Training and Development
- Trainers who need to up-skill

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.

Using a variety of training techniques to cater for different styles of learning you will progress naturally through this course.



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

Unit 2

The Role of the Trainer

- Identify ways of getting your learners into a receptive state for learning
- Demonstrate effective communication skills
- Deliver the training at the right pace
- Balance distribution of content
- Identify ways to keep the Learners interested
- Outline the key responsibilities of a Facilitator
- Identify the reasons why Trainers need to ask the right questions
- Identify five key components of creating questions
- Use a variety of question techniques to handle questions in a training environment
- Use accepted techniques to increase learner participation
- Identify methods that you would use to handle a selection of behaviour types
- Explain the Coaching Concept

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Unit 3

Programme Design

- Outline the 3 Components of a Training Programme
- Compile a list of Learning Outcomes
- Justify how Learning Outcomes can be used to evaluate learning effectiveness
- Write for your Learners
- Produce training materials for use within a training session

Unit 4

Preparing for Training and Delivery

- Plan the Delivery of a Training Session
- Prepare appropriate training methods for each element of the training session
- Prepare and demonstrate the use of visual aids in line with best practices
- Assess a range of Instructional System Design (ISD) models

Unit 5

Delivery and Assessment

- Establish, promote and maintain a positive learning culture
- Demonstrate effective listening and feedback skills
- Demonstrate techniques designed to conceal the nerves
- Improve the learning efficiency of the learners
- Select the best training room configuration to suit the group
- Evaluate evaluate a range of assessment and delivery methods

Course Content

Unit 6

Evaluation of Training

- Evaluate a Training Programme
- Evaluate a Learner Programme against Learning Objectives
- Gather input from Learners on Programme Effectiveness
- Identify opportunities for improvement of delivery
- Prepare a Programme Improvement Plan

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.

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



Let us help you become an Outstanding Trainer!



www.trainingforsuccess.ie
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