

We view our clients as ‘training partners’ and pride ourselves on our commitment to understanding our partners’ needs and delivering training services that meet their specific business requirements and standards.

Our *Train the Trainer* workshop is based on these principles, which represent our basic beliefs about training:

- Trainees become motivated and develop a positive attitude to learning when the training relates to a purpose appropriate to the trainees’ needs and interests.
- Collaboration through group work has positive effects on learning, generating more discussion and allowing for purposeful learning. Group work also provides participants with valuable feedback from their colleagues.
- Trainees need to become autonomous. Given the appropriate level of support, each person can manage their own learning and set their own goals.
- Through the use of carefully selected tools and materials, and well-designed role-plays, trainees can develop skills that transfer directly to the workplace.

## **BENEFITS**

**After this two-day workshop you will be able to:**

- plan and prepare training according to the participants’ needs
- deliver interactive, multi-sensory training
- demonstrate at least 3 key learning points

## **LEARNING OBJECTIVES**

**You can expect to:**

- plan and prepare training according to the participants’ needs
- deliver interactive, multi-sensory training
- demonstrate at least 3 key learning points

## **COURSE OUTLINE**

### **Introduction**

- Why are you here?
- So just what is a trainer?
- Section summary

**Planning and preparation**

- Who wants what?
- Setting objectives
- The training frame
- Why am I doing this?
- Writing SMART objectives
- How to write training objectives
- Refreshers
- Over to you

**Method**

- Presentation skills in the training room
- How to get answers
- Learner-centred vs trainer-centred
- Grouping and regrouping
- How to regroup

**Activities**

- Sensory learning preferences
- Demonstrations
- Giving instructions
- How to use Cuisenaire rods
- How to make it multi-sensory
- The dos and don'ts of delivery

**Retention and Feedback**

- How can we help learners remember?
- Giving feedback
- Giving feedback - models
- Receiving feedback from the learner - non-verbal
- Receiving feedback from learner

**Endings and Presentation**

- Ending it all
- How to end
- Presentations
- Peer evaluation form

**Who the Course Is For**

This course is for trainers, intended trainers, HR professionals and managers.

**To run this workshop at your premises:** Rs 230,000 (up to 20 participants)\*

\*This price does not include the cost of transporting the trainer to and from your premises