

Train the Trainer Course

Suitable for

A modular train the trainer programme to develop the skills of trainers. The programme is offered as a one, two or three day event dependant upon the mix of training skills and experience of an organisation's staff.

Content

Module 1 - Learning Theory

- understanding how people learn
- learning theories

Module 2 - Designing a Training Course

- identify learning outcomes
- understand your audience
- basic design principles
- structuring the course content and exercises

Module 3 - Using Visual Aids

- training vs presenting
- where & how to use different visual media
- basic designing criteria for visual aids

Module 4 - Delivering the training course

- ice breakers & energisers
- managing delegates anxiety
- asking questions and receiving feedback
- dealing with questions and handling answers
- understanding group dynamics
- ensuring maximum group participation barriers to learning

Module 5 - More advanced training skills

- body language and communication skill
- using anecdotes
- identify your personal training style
- identify strengths and areas for improvement
- using delegate feedback of your performance

Format of course

Highly interactive with significant opportunities to practice training skills.

Duration

1, 2 or 3 days

What to do next

For dates, venues and costs please go to our website: www.batalas.co.uk or contact an advisor on 0870 750 4400.