

## 3 Day Programme

**Our Train the Trainer programme is designed to give individuals a thorough understanding of the theory behind effective training as well as the opportunity to practice the skills that they learnt throughout the programme.**

Individuals will learn how to design, deliver and evaluate effective training sessions and how to maximise learning within a group or on a one to one basis. They will also work with a variety of basic and advanced accelerated learning techniques and learn how to use them to enable others to meet their learning objectives.

This train the trainer programme is highly interactive and blends theory with practical activities. There are lots of opportunities for participants to practice and spend time developing their own sessions for delivery and gaining feedback from the rest of the group.

### Programme Content

- The training and learning cycles
- Training needs analysis and learning objectives
- Identifying learning styles
- Using accelerated and brain based learning techniques
- Designing training
- Delivering effective training sessions with confidence
- Evaluating training
- Managing challenging situations
- Cultural considerations for trainers
- Training in a virtual environment

### Additional Benefits

Participants attending this programme will receive:

- A full colour reference manual
- A trainer skills checklist and toolkit pack



### Business Benefits

**By the end of the programme participants will be able to:**

- Design and deliver interactive and stimulating training sessions using accelerated and brain based learning techniques
- Deliver professional one to one and group training sessions with confidence
- Understand the learning process
- Identify different learning styles and apply appropriate ways of communicating information
- Conduct effective training needs analysis
- Set and measure learning objectives
- Manage difficult situations including conflict, emotion and disruptive behaviour
- Use a range of trainer's tools and techniques including group activities, role play and giving feedback
- Evaluate the effectiveness of a training session

### Testimonials

*"I've been training for a couple of years, but I have learnt so much on this course – things have really fallen into place and I have lots to take away"*

*"I really enjoyed the mix of practical and theory, the trainer gave us plenty of time to try out new techniques and find the ones that worked for us"*

*"Thanks for all of the feedback, some good, some not so good, but all constructive, positive and invaluable to my personal development"*