

# Develop the Trainer

Organising, Formulating, Performing, and Assessing Instructional Activities

## Introduction

The most recent scientific advancements in workplace training, learning, and development will be presented in this hands-on and engaging Course N Carry Develop the Trainer session. This is an extremely useful and rewarding training. You will gain knowledge about adult education, course creation and delivery, and global best practices applied by top educational institutions.

The extremely skilled course instructor will take the lead, showcasing the methods and letting participants try them out for themselves. You will receive coaching as a means of self-improvement and as a tool for your own career.

- Emphasis on Principles of Adult Learning
- The most recent methods and approaches for successful workplace education
- Recognise the benefits and drawbacks of different learning styles.
- Step-by-step instructions for creating an impactful presentation
- Making Use of motivational coaching techniques

## Objectives

**Following this training session, participants will be capable of:**

- Explain the training cycle and how it applies to knowledge training.
- Analyse the training methods that were employed.
- Talk about adult learning (comprehension) and andragogy.
- Distinguish between the primary techniques for training evaluation (analysis)
- Create a strategy for implementing motivational coaching that works.
- Create a training outline using the synthesis of Bloom's taxonomy.

## Training Methodology

A range of established adult learning strategies will be employed in this training programme to guarantee that the material is understood, comprehended, and retained to the greatest extent possible. This consists of engaging talks that bolster each of the subjects as well as interactive discussion sessions led by the trainer.

In addition, there will be plenty of hands-on sessions where students can practise and engage in activities linked to the course. Learning will be aided by engaging in hands-on, enjoyable activities, brief video presentations, small group work, case studies, coaching, and feedback.

## Organizational impacts

You will be investing in the future of your department, the future of your organisation, and yourself by attending this fascinating training session.

- Boost the worth of your company
- A labour force that receives adequate training and development
- Instruction that is assessed to show its cost-effectiveness
- Encouragement of Talent Management, Career Development, and Nationalisation
- Highly skilled and motivated trainers who have received training in the newest learning technologies

## Personal Impact

The training course will help participants advance their training knowledge and skills.

### Following the course, you will have:

- Enhanced proficiency in education and training
- Enhanced self-assurance and confidence
- A deeper understanding of adult learning psychology
- A deeper comprehension of the fundamentals of adult education and training
- An improved capacity for creating training packages

## Who should attend?

**Anyone involved in training delivery or planning, or those looking to advance their training skills, should take this Course N Carry course. It works well for a variety of folks, but it will work especially well for:**

- Anyone in charge of overseeing others' training
- Those employed in or promoted to positions related to training, learning, and development
- Training analysts, officers, specialists, professionals in training, and managers in training
- Anyone working in corporate partnerships, nationalisation initiatives, talent management, skills transfer, or on-the-job training

## Course Outline

# Day 1

## Important Training and Learning Concerns

- Why is training important?
- The Cycle of Training
- Adult Education: Andragogy versus Pedagogy
- The Model of Conscious Competence
- Examining Your Individualised Learning Approach

# Day 2

## Establishing Goals and Doing a Training Needs Analysis (TNA)

- An Overview of Training Needs Assessment (TNA)
- Determining the Needs for Learning
- A Comprehensive Guide for Creating a Presentation
- Comprehending Learning Objectives
- Creating Goals with Bloom's Taxonomy

# Day 3

## Evaluation of Practical Training

- The Kirkpatrick's Levels of Assessment
- Finding the Cost-Benefit
- Comprehending Return on Investment
- How to Determine a ROI
- Reporting on Instructional Outcomes

# Day 4

## Instruction and Communication Techniques

- Overcoming the Presentation Fear
- Our Information and Brain
- Limiting PowerPoint to Improve Interaction
- Utilising Small Groups for Instruction
- Using a brainstorming session correctly

# Day 5

## Techniques for Motivational Coaching

- The Cycle of Coaching
- Crucial Questioning and Listening Skills for Coaching
- A Brief Introduction to SOLER Coaching Techniques
- Organise a Mentoring Meeting
- Individualised Action Plans