5 Days

Certified Master Trainer

Train the Trainer: Delivering Memorable Courses with High and Lasting Impact

▶ Upcoming Sessions

30 Sep-04 Oct 2024	Dubai - UAE	$6,250
27-31 Jan 2025	London - UK	$6,250
19-23 May 2025	London - UK	$6,250
29 Sep-03 Oct 2025	Dubai - UAE	$6,250

▶ Training Details

Training Course Overview

At the heart of any successful training session lies the trainer. The Anderson training course is specifically designed to empower trainers with the essential knowledge and skills needed to craft and deliver impactful training sessions.

Participants of this course will gain access to cutting-edge tools, methodologies, and solutions, enabling them to create memorable training experiences with a profound and enduring influence. Moreover, they will learn to discern and appreciate the skills and traits that set exceptional trainers apart from their counterparts.

Training Course Objectives

By attending this Anderson training course, delegates will be able to:

- ▶ List various adult learning principles and their implications on the delivery of training
- ▶ Identify and develop skills required in successful trainers
- ▶ Examine training methods and determine the most appropriate one for their training workshops
- ▶ Write specific Instructional Learning Objectives (ILOs)
- ▶ Apply training models in the design and delivery of training programs
- ▶ Develop blueprints for training sessions
- ▶ Plan and deliver a training session relevant to their areas of expertise

Designed For

This Anderson training course is suitable to a wide range of professionals but will greatly benefit:

- ▶ Trainers
- ▶ Line Managers
- ▶ Business Partners
- ▶ Team Leaders
- ▶ Specialists
- ▶ Officers

▶ Training Details

Day One: Adult Learning and Learning Styles

- ▸ The training cycle: an overview
- ▸ The importance of adult learning styles
- ▸ Characteristics of the adult learner – how they differ from children
- ▸ Learning styles – and how to assess them
- ▸ Cognitive overload research and what it tells us about training

Day Two: Characteristics of Successful Trainers

- ▸ The various roles for training professionals
- ▸ Facilitation: an overview
- ▸ Presenter and facilitator: what's the difference?
- ▸ Facilitator competencies & self-assessment
- ▸ Four guiding principles for facilitators (ORID)

Day Three: Training Methods, Activities and Exercises

- ▸ Using icebreakers and educational games
- ▸ Advantages and disadvantages of different activities/methods
- ▸ Planning and structuring exercises
- ▸ Brainstorming: you may have been doing it wrong
- ▸ Using SWOT, PESTEL and Force Field Analysis with groups

Day Four: Designing Training Programs

- ▸ Setting ground rules
- ▸ Steps to prepare an effective presentation
- ▸ Why educational objectives are essential
- ▸ The levels of training evaluation
- ▸ Calculating a cost-benefit analysis

Day Five: Presenting and Delivering Effective Training

- ▸ Presentation skills and overcoming fear
- ▸ The key elements of presenting
- ▸ Handling questions from the group
- ▸ Cultural issues in training
- ▸ Getting feedback from others

▶ The Certificate

- ▸ Anderson Certificate of Completion will be provided to delegates who attend and complete the course
- ▸ **Anderson Professional Certification (APC)**® Certificate will be provided to delegates who successfully completes and pass the APC assessment

▶ INFO & IN-HOUSE SOLUTION

For more information about this course, call or email us at:

Call us: +971 4 365 8363

Email: info@anderson.ae

Request for a Tailor-made training and educational experience for your organization now:

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