



Train the Trainer

Aim

To enable participants to learn the structure and application of the training others to perform a task or role to an established standard.

Agenda

Day One

- What we bring to the train room
- Principles of adult learning
- How we learn best
- Learning styles
- The roles of the trainer
- WIIFM (what's in it for me?) - training

Day Two

- The training process – structure
- How to write the objectives
- Do the objectives qualify the outcomes?

Day Three

- Planning and preparation
- Techniques that help with learning
- The need for self-evaluation
- Keeping record

Day Four

- Practical applications
- The value of evaluations
- Reporting & Review

Resources

- Training manual
- Set of the masters of the activities from the workshop
- Range of adaptable techniques for the workplace

Length

4 Day Workshop

Location

First Floor, 186 Hutt Street,
Adelaide SA, 5000

Or in-house For Staff Development

Pre-requisites

Working in a training industry

Class Sizes

8 – 10 per class

Trainers

Catherine Logue
Alan Logue
Penny Quinn

Dates

By Appointment



**Training for
Learning
Company**

P +61 8 82270310

F +61 8 82272496

E trainingforlearn@ozemail.com.au

www.trainingforlearning.com