Train-the-Trainer: Inspire, Motivate, and Educate

This full-day workshop will teach participants how to:
- Develop the essential skills for a trainer
- Understand adult learning
- Know how to develop a training session
- Know how to add fun and games to your program
- Be familiar with delivery methods

Course Overview

Module 1: Essential Skills
- Being Genuine
- Communication Skills
- Presentation Skills
- Being Humble
- Nurturing a Readiness to Learn
- Summary

Module 2: Understanding Adult Learning
- Principles of Adult Learning
- Learning Methods
- Establishing a Learning Climate
- Dealing with the Difficult
- Summary

Module 3: Developing a Training Session
- Identifying Your Audience
- Performing a Needs Analysis
- Writing Objectives
- Outlining the Program
- Researching and Writing the Program
- Testing the Program
- Summary

Module 4: Adding Fun and Games
- Types of Activities
- Getting Buy-In
- Using Humor
- Quick and Easy Games
- Troubleshooting Games

- Summary

Module 5: Delivering the Course
- Visual Aids
- Presentation Tips
- Managing Questions and Answers
- Scheduling Breaks
- Evaluations
- Summary