SCANDINAVIAN ACADEMY
For Training and Development

Course: Train the Trainer: From Design to Delivery

Code	City	hotel	Start	End	price	Hours
598	Munich (Germany)	Hotel Meeting Room	2024-07-29	2024-08-02	5450 €	25

Program Objectives

By the end of the program, participants will be able to:

- Relate their psychological types and/or learning styles to instructional strategies.

- Analyze the basic assumptions and principles underlying adult learning.

- Write specific instructional learning objectives.

- Prepare an outline for a training program of their choice.

- Plan and deliver a training session relevant to their areas of expertise.

Program Outline:

Adult Learning

- Assumptions and Principles of Adult Learners
- Characteristics of the Adult Learner
- Implications for the Trainer and the Learner

Personal Style and Instructional Strategies

- Questionnaire/Instrument on Teaching/ Learning Styles
- Linking Style with Instructional Strategies

Designing Training Programs

- Why Write Learning Objectives?
- Critiquing Poorly Written Objectives
- Writing Instructional Learning Objectives (ILOs)
- Main Elements of Program Design
- Preparing an Outline for a Training Session
- Model for Program Design
- Outline of a Training Session
- Blueprint for a Training Session

Choosing the Appropriate Training Method

- From Brainstorming to Case Studies
- Advantages and Disadvantages of Different Methods
- How to Choose a Training Method
- Linking Delivery Methods with Training Content and Adult Learning Principles

Presenting and Delivering Effective Training

- Fundamentals of Effective Speaking
- Verbal and Non-Verbal Components of Communication
- The Passive, Passive-Aggressive and Aggressive Trainer
- Assertiveness Defined
- The Assertive Trainer: Characteristics and Benefits
- Ways to Get Attention and Maintain Interest
- Elements of Effective Feedback
- Delivery and Critique of Training Sessions

The Scandinavian Academy employs modern methods in training and skills development, enhancing the efficiency of human resource development. We follow these practices:

- **Theoretical Lectures:**
  - We deliver knowledge through advanced presentations such as PowerPoint and visual materials, including videos and short films.
- **Scientific Assessment:**
  - We evaluate trainees skills before and after the course to ensure their progress.
- **Brainstorming and Interaction:**
  - We encourage active participation through brainstorming sessions and applying concepts through role play.
- **Practical Cases:**
  - We provide practical cases that align with the scientific content and the participants specific needs.
- **Examinations:**
  - Tests are conducted at the end of the program to assess knowledge retention.
- **Educational Materials:**
  - We provide both printed and digital scientific and practical materials to participants.
- **Attendance and Final Result Reports:**
  - We prepare detailed attendance reports for participants and offer a comprehensive program evaluation.
- **Professionals and Experts:**
  - The programs scientific content is prepared by the best professors and trainers in various fields.
- **Professional Completion Certificate:**
  - Participants receive a professional completion certificate issued by the Scandinavian Academy for Training and Development in the Kingdom of Sweden, with the option for international authentication.
- **Program Timings:**
  - Training programs are held from 10:00 AM to 2:00 PM and include buffet sessions for light meals during lectures.