



Train the
trainer

1 day
course



Introduction

This practical train-the-trainer course gives delegates the skills to deliver in-house training, ensuring this meets both business and personal goals.

It is suitable for those who are new to training or those with some experience but who want to polish their performance.

Aim

The aim of this course is to help delegates have the self-confidence and classroom presence needed to get their message over in an interesting and informative way.

Course Content

1. Principles of training
2. Analysing your audience
3. Learning objectives
4. Preparation & designing the training
5. Presentation skills including
 - Physical presence
 - Using Visual Aids
 - Questioning techniques
 - Content delivery
 - Pro's and Con's of different methods
 - Involving the delegates
 - Handling problem situations
6. Evaluating training
 - Ensure that training is effective and objectives have been met
 - Gathering and assessing evaluations

E-mail for costs and further information: [**training@ays-ltd.co.uk**](mailto:training@ays-ltd.co.uk)

We also offer :

- Behavioural presentation skills (inc self presentation)
- Assertiveness and Self-Confidence

Visit our website for our **full list** of **People skills courses**:

[**www.ays-ltd.co.uk**](http://www.ays-ltd.co.uk)

