BOOST
THE LEADING TRAINING PROVIDER

Internationally Certified Training Programs

Training of Trainers (CPD Certified)

Course Introduction

This training program aims to train trainers professionally, whatever their field of training, and enables them to prepare training packages that make them professional trainers.

The training of trainers' course enables you to design your training program with ease, learn how to organize the training material and present it to the trainees, in addition to acquiring the ability to manage the dialogue professionally, get rid of anxiety and fear when speaking, and many other communication and presentation skills that make you a professional trainer.

Target Audience

- Managers and team leaders responsible for delivering training as part of their regular responsibilities.
- Those who want to enter the field of training.

Learning Objectives

By the end of this training course, participants will be able to:

- Identify the principles of adult learning.
- Utilize active learning strategies.
- Describe the key ingredients of successful training.
- Identify training needs and target audience.
- Set clear learning objectives.

- Build engaging training materials according to the audience's needs.
- Overcome nervousness and look and feel confident.
- Handle challenging situations.
- Use effective and inspiring visual aids to empower the presentation.

Course Outline

- **01 Day One**

  Training Fundamentals

  - What Is (Training)?
  - What Are The Differences Between Facilitator And Trainer Roles?
  - What Is The Role Of A Trainer?!

  The Adults Learning

  - Adult Learning Theory
  - Knowles' Characteristics Of Adult Learning
  - The Ten Characteristics Of Adult Learning
  - Types Of Learners - According To Honey And Mumford
  - Trainer's Roles In Adult Learning

- **02 Day Two**

  Analysis Phase

  - The TNA 5Ws
  - Training Needs Analysis Tools
  - Setting Training Objectives
  - Writing Learning Objectives
  - Using The Bloom's Learning Levels
  - Robert Magar's Model For Writing Behavioral Objectives

- **03 Day Three**

  Design Phase

    ◦ Collecting And Writing Key Training Content
    ◦ Mind Mapping
    ◦ Content Grading
    ◦ Gagné's Nine Events Of Instruction
    ◦ Select Delivery & Instructional Methods
- **04 Day Four**

  Development Phase

    ◦ Why Do We Have To Use Visual Aids?!
    ◦ Facilitator Guide
    ◦ Participant Guide
    ◦ Word And PowerPoint Tips & Tricks

  Implementation Phase

    ◦ Creating A Safe Learning Environment
    ◦ How To Make A Good First Impression
    ◦ How To Engage The Audience During The Presentation?
    ◦ The Art Of Training Delivery
    ◦ Use Your Voice While Presenting
    ◦ Handling Difficult Participants And Situations
- **05 Day Five**

  Evaluating Training Programs

    ◦ Why And When Do We Evaluate Learning?
    ◦ Kirkpatrick's Four Levels Of Learning
    ◦ Measuring The Training Roi

Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
June 30, 2025	July 4, 2025	5 days	4250.00 $	UAE - Abu Dhabi
Dec. 1, 2025	Dec. 5, 2025	5 days	4250.00 $	UAE - Dubai