

# International Train The Trainer

## Peopleist India

Day – 1

- Introduction
  - Introduction of the Company
  - Introduction of Participants
  - Setting Expectations
- Presentation Dynamics
  - Factors impacting different presentation situations
  - Getting your point across effectively
  - Saying the right thing and saying it right
  - Ensuring engagement of participants
  - Building suave and charisma
- Training Fundamentals
  - Different Approaches
  - The ideal approach
- Understanding Client Requirements
  - Asking the right questions
  - Objectives and Well Formed Outcomes
  - Fact Finding
  - Questioning Sequence
  - Capturing information
  - Program Suggestion
  - Demo Sessions

## Day – 2

- Training Design
  - Real Customization
  - Session Plans
  - Proposal Design
  - Pricing Intelligence
  - Activity Design
- Content Development
  - Fundamentals of Instructional Design
  - Steps in Content Creation
  - Sequence of Activities
  - Addressing Different Types of Content
  - Look, Feel and Branding

## Day – 3

- Ensuring Effective Delivery
  - Knowledge in Areas of Specialization
  - Accelerated Learning Techniques
  - Learning Theories
  - Delivery Structure
  - Preparation
  - Quotes and Stories
  - Modelling
  - Handling Questions
- Monitoring Effectiveness
  - Different Approaches
  - Evaluation Form Creation
  - Individual Development Plans
  - Formal and Informal Feedback
  - Refreshers and Retraining
  - Monitoring Objectives