

# Training of Trainers /Teachers & Curriculum Design

*ROUSE AND GUIDE THE SPIRIT AND WISDOM OF GROUPS*



## TRAINING PERIOD

02 - 06 May 2011

08 - 12 August 2011

## RATIONALE

Effective training can be a powerful tool to enhance the performance of your team, organisation or project. Training needs to be carefully designed and delivered in order to be really effective. Training sessions need to be engaging, relevant, practical and structured to achieve long-term assimilation of learning.

Professional knowledge of training and teaching methods, and corresponding facilitation techniques, will greatly enhance the capabilities of staff involved in teaching and training activities. It provides a firm basis to bring about sustainable changes in the attitude of their trainees/students and to develop their skills.

## PARTICIPANTS

You are a teacher or staff member at (higher) education institutions or training centre evolving towards a more student-centred learning style. You are a professional or technical staff involved in training programs and workshops in projects and organisations

## COURSE OBJECTIVES

The course provides you with theories, skills and tools and practice to develop and implement effective teaching and training programmes. At the end of the course, you will be sensitive to issues encountered in the adult learning process, to assess training needs and set learning objectives. You will learn to design training sessions and choose methods and materials accordingly. This course will help you to improve your skills in facilitation, practical techniques and personal development of your students.

## COURSE OUTLINE

### Day 1

Dynamics of learning, Adult learning, Training cycle

### Day 2

Interactive training methods, Communication skills and Feedback

### Day 3

Training needs assessment, Objectives setting, Facilitation techniques

### Day 4

Program design and curriculum development, Planning, Assessment and Evaluation

### Day 5

Training preparation and delivery for own case study, personal action plan

This course is also available in the Indonesian language, see the Bahasa Indonesia Course Calendar.