

# Train the Trainer (TTT) Certificate Program

<b>Document:</b>	Public Version
<b>Duration:</b>	04 Days, (3-hour sessions)
<b>Time:</b>	3:00 PM – 6:00 PM (Sundays Classes)
<b>Includes:</b>	Face-to-face training   Support   Certification
<b>Trainer:</b>	Sami Bukhsh
<b>Fee:</b>	PKR 24,000/-

## Program Objectives

By the end of this 4-day TTT program, participants will be able to

- Develop a strong trainer mindset and professional identity.
- Design and deliver outcome-based training using core learning theories.
- Manage group dynamics and communicate with confidence and impact.
- Assess training effectiveness and continuously improve their practice.

<b>Day 1:</b> Trainer Mindset & Foundations of Learning <ul style="list-style-type: none"><li>• Role of a Master Trainer</li><li>• Adult Learning Principles and Beliefs</li><li>• Trainer Professionalism and Ethics</li><li>• Introduction to Key Learning Theories</li></ul>	<b>Day 2:</b> Training Design & Session Planning <ul style="list-style-type: none"><li>• Training Needs Analysis</li><li>• Writing Clear Learning Objectives</li><li>• Structuring an Effective Training Session</li><li>• Designing Engaging Training Materials</li></ul>
<b>Day 3:</b> Facilitation, Communication & Group Management <ul style="list-style-type: none"><li>• Interactive Training Methods</li><li>• Questioning and Engagement Techniques</li><li>• Trainer Communication Skills</li><li>• Managing Energy and Participation</li><li>• Handling Difficult Participants &amp; Group Dynamics</li></ul>	<b>Day 4:</b> Assessment, Practice & Professional Growth <ul style="list-style-type: none"><li>• Assessment and Feedback Techniques</li><li>• Measuring Training Effectiveness</li><li>• Micro-Teaching and Practice Sessions</li><li>• Trainer Evaluation and Feedback</li><li>• Personal Development &amp; Action Planning</li></ul>

## Certification Criteria:

Participants will receive the certification upon:

- Meeting minimum attendance requirements
- Successfully completing practical assessments
- Performing a final demonstration session

## Certifying Bodies

- **Skill Development Council Karachi (SDC)**  
*A Project of the Ministry of Federal Education & Professional Training, Government of Pakistan*
- **AASAAN CAREER – Mind Sciences Based Career Development Center**