

Delivering Training

Course Overview

The course is aimed at those who want to deliver training within the workplace. It is a practical qualification suitable for new and experienced trainers (external and internal) who wish to improve their classroom skills and obtain a training qualification which will also enable them to deliver regulated qualifications.

This qualification provides a good basis to help learners get an understanding of the basic principles of training. The focus is on the effective delivery of training, allowing learners to develop planning, preparation and delivery skills, including delivery methods, questioning techniques and time management.

Course Content

The course covers:

- How to prepare for training delivery.
- Selecting delivery methods and resources to meet the needs of the subject and of the learners.
- How to prepare a simple timed plan.
- Selecting and demonstrating delivery strategies.
- Effective use of training materials and resources.
- Effective use of assessment strategies during delivery.
- How to effectively evaluate training delivery.
- How to identify areas for future development.

Structure

2 days face to face or online delivery.

The course is delivered as one unit:

Unit 1 – Planning and Delivering Training.

If you would like further information, please contact us:

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