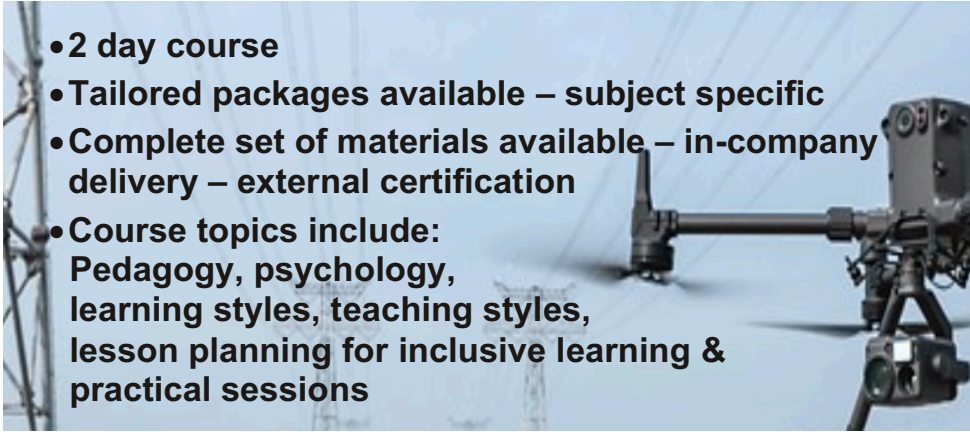


Industrial Training & Coaching Skills

Face to face delivery

- > Specific “Train the Trainer” packages available
- > Course materials only package available



- 2 day course
- Tailored packages available – subject specific
- Complete set of materials available – in-company delivery – external certification
- Course topics include: Pedagogy, psychology, learning styles, teaching styles, lesson planning for inclusive learning & practical sessions



COURSE SUMMARY

This course is aimed at technical personnel with occupational experience that need to deliver on-the-job training in a training centre or on site in the working environment. The course focuses on the basic learning process, communicating and coaching skills, preparation of training plans, giving presentations/practical demonstrations and learner feedback skills.

KEY BENEFITS

- Understand the role of a trainer
- Understand the learning process
- To prepare the learner for the learning process
- Training techniques
- Coaching Skills
- Deliver training sessions
- Boost confidence in delivering presentations and practical demonstrations
- Enhance training skills

COURSE CONTENT

- Understand the role – on the job and off the job instructor
- The learning process
- Barriers to learning (cultural and language aspects)
- Communications (interview and question techniques)
- Identifying learner knowledge and skills gaps
- Coaching skills
- Training method
- Using training resources
- Preparation of presentations and practical demonstrations
- Delivery of presentations and practical demonstrations
- Developing training plans
- Giving constructive feedback

COURSE EXERCISES

Course delegates will be supported to prepare and deliver 5 and 15 minute presentations/ practical demonstrations to the group using small components associated with their occupational area. Also practise delivering constructive feedback to other group delegates.

DELEGATE COURSE MATERIALS

Course handouts and workbooks

WHO SHOULD ATTEND

Site personnel with technical occupational experience who can pass on their skills and knowledge to learners in training centre or working environment.

Delegate Numbers: **up to a maximum of 8**

PURCHASE A SET OF LOGO FREE MATERIALS

Should you wish to deliver your own training then you may like to purchase a full set of materials for deliver. All materials are logo free for your own use.

The pack contains:

- Workbooks
- PowerPoint presentation
- Skills Overview
- Timetable
- Lesson Plan
- Exemplar Training Plan
- Course Feedback Sheet
- Example Certificate

SAMPLE CERTIFICATE



REVALIDATION:
There is no revalidation requirement for this course

