

€ TRAINING

Certified Master Trainer



1 - 5 December 2024
Cairo (Egypt)



Certified Master Trainer

REF: H231 DATE: 1 - 5 December 2024 Venue: Cairo (Egypt) - Fee: 3520 Euro

Introduction:

This program is designed to prepare participants for the certification exam only.

This training program provides a comprehensive framework for mastering the skills required to become an effective and certified master trainer. It empowers participants to design, develop, and deliver impactful training programs, ensuring high levels of learner engagement and knowledge retention.

Program Objectives:

By the end of this program, participants will be able to:

- Develop advanced training modules and curricula.
- Apply effective training delivery techniques.
- Utilize assessment tools to measure training effectiveness.
- Foster an engaging and inclusive learning environment.
- Prepare for the certification exam to become a master trainer.

Targeted Audience:

- Professional Trainers.
- Training Coordinators.
- Learning and Development Specialists.
- HR Professionals.
- Corporate Educators.

Program Outline:

Unit 1:

Training Program Design:

- Principles of instructional design.
- Aligning training objectives with organizational goals.

- Developing comprehensive training modules.
- Incorporating multimedia and technology in training design.
- Evaluating the effectiveness of training programs.

Unit 2:

Training Delivery Techniques:

- Effective presentation and communication skills.
- Techniques for engaging diverse learners.
- Managing group dynamics and fostering participation.
- Using case studies and role-playing exercises.
- Adapting delivery methods for virtual training.

Unit 3:

Assessment and Evaluation:

- Designing assessment tools and techniques.
- Evaluating learner progress and knowledge retention.
- Using feedback to improve training effectiveness.
- Developing post-training evaluation strategies.
- Measuring return on investment ROI in training.

Unit 4:

Creating an Inclusive Learning Environment:

- Understanding diverse learning styles and needs.
- Strategies for inclusive training delivery.
- Managing challenging learners and situations.
- Promoting a positive and supportive training atmosphere.
- Ensuring accessibility in training programs.



Unit 5:

Preparing for Certification:

- Program review.
- Overview of the certification process and requirements.
- Study tips and strategies for the certification exam.
- Time management and stress reduction techniques for exam day.

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