

Train The Trainer

Discover the essential techniques required when training people who need to acquire new knowledge, skills and competencies.

What Is The Course About?

This course is for everyone who delivers training, whether this is to individuals or groups. Ensure that people always look forward to your training courses as they will be meaningful and interesting, and you will also enjoy delivering them.

By the end of this course, you will be able to:

- Understand the different ways in which people learn.
 - Understand why it is important to ensure that the content and style of your training is designed to include each learning style.
 - Use your understanding of the different styles in conjunction with tools and techniques of delivery to make your training a more interesting and memorable experience.
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The Trainer

Rachel Harrison

Rachel is a key Rostrum trainer, and one of the best and most inspiring trainers in the industry. As well as her pharmaceutical knowledge, Rachel uses her knowledge and experiences of other industries as diverse as government and media to make courses interesting and thought-provoking, whilst always focusing on practical issues and real ways of improving skills.

Rachel began her career in the performing arts and progressed to the level of Senior Education Adviser in the BBC before deciding to become a full-time communications specialist, and she also holds a Masters degree in Continuing Education and Training. With this knowledge and her focus on people's scientific needs, Rachel has a track record of delivering excellent training and helping people acquire new skills that benefit their careers.

Course Fee: £1,450 +vat

If you book on the course more than 9 weeks in advance, a 10% discount will be applied.

Location: The Regency Hotel, 100 Queens Gate, South Kensington, London, SW7 5AG

For more information about this or any of our other courses or services, please call us on +44 (0)118 975 4512 or visit our website www.rostrumtrainingsolutions.com

Programme

Train The Trainer

Introductions & Objectives

Fundamentals Of Training

- Understand how adults learn
- Analysing different learning styles
- Evaluation of own style as a trainer/facilitator

The Essential Communication Skills Needed By A Trainer

- Identification of key skills and qualities
- The trainer as a facilitator
- The trainer as a presenter
- Involving the learners
- Effective communication skills: identification of own strengths and weaknesses

Creating An Appropriate Framework For Training Courses

- An analysis of different training styles
- How to decide what style to use depending on specific content and objectives

Details of Overnight Preparation Required For Day 2

The Training Cycle

- Identification of key points in the cycle from training needs analysis to evaluation

The Training Laboratory

- A practical opportunity to test and improve skills in training design and delivery

Evaluation

- Why, when and how to make effective and strategic evaluations
- Using evaluation to evidence productive and cost effective training

Making GCP and SOP Training Interesting

- Plan activities to bring GCP to life
- Exploring ways to make GCP and SOP training creative and fun

Getting The Right Product

- How to diagnose training needs within a pharmaceutical organisation
- Examination of methods