HRD CORP CERTIFICATION PROGRAMME
TRAIN THE TRAINER
IN-HOUSE PROGRAMME AVAILABLE TOO

📅 **27 - 31 May 2024**   📍 **Le Meridien, Petaling Jaya**

WHAT IS IT ABOUT?

The HRD Corp Train-The-Trainer program provides you with the necessary tools to initiate and implement workplace training, plus to evaluate the learning effectiveness towards continuous improvement. It helps you to transfer the required knowledge & skills, plus the expected behavioral change to the target audience via a step-by-step learning methodology.

WHAT WILL YOU LEARN?

1) Understand A Competent Trainer Traits:
Outline the characteristics of effective trainers including the code of conduct.

2) Apply Adult Learning Principles:
Follow the principles as foundation in designing and delivering training for diverse audiences.

3) Master Training Needs Analysis (TNA):
Use specific tools to identify and analyze the training gap to meet the requestor's needs promptly.

4) Develop Competency Based Training (CBT):
Deliver the training objectives within set parameters.

5) Assess Trainee Progress:
Use industry standards to evaluate learning outcome.

6) Facilitate Varied Training:
Adopt diverse methodologies effectively in training.

WHO SHOULD ATTEND?

- Managers
- Executives
- Training Coordinator
- Training Officer
- HR Officer
- Vocational Education Trainer
- Lecturer
- Tutor
- Corporate Trainer
- Instructors
- Team Leaders
- Supervisors
- Facilitators
- Aspired Trainers who wish to be HRDC TTT certified to conduct claimable training

SPECIAL POINTS OF INTEREST:

Emphasis on workplace application.

Interactive sessions with engaging activities.

Hands-on application & practices.

PROGRAM FEES:

RM2,834.00

(Fee inclusive of 8% SST, hotel meals, assessment fee & HRDC TTT certificate)

ICONIC TRAINING SOLUTIONS

REGISTERED TRAINING PROVIDER · HRD CORP

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KEY CONTENTS:

MODULE 1 : PLAN ADULT LEARNING
- Fundamentals of Adult Learning & Training
- Principles of Adult Learning
- Competent Trainers Characteristics
- Ethics Guide for Trainers

MODULE 2 : CONDUCT TRAINING NEEDS ANALYSIS
- Overview of Training Needs Analysis
- Training Needs Analysis Methods
- Competency Gap Analysis
- Outcomes of Training Needs Analysis

MODULE 3 : DESIGN COMPETENCY BASED TRAINING PROGRAMME
- Programme Requirements
- Training Resources Development
- Training Design Development

MODULE 4 : CONDUCT COMPETENCY BASED TRAINING PROGRAMME
- Methods of Training Delivery
- Presentation and Facilitation Skills
- Learning Supports
- Session Plan

MODULE 5 : ASSESS PARTICIPANT'S COMPETENCE
- Introduction to Competency-based Assessment
- 3 Approaches of Assessment
- Assessment Reports

HOW IT IS CONDUCTED?

The training will be delivered through face-to-face in person short lectures, group discussions, group presentation, role-play and skill practice during the program. Certification in training will be awarded to the participants upon full attendance and assessment results of competency.

YOUR LEAD TRAINER:

AZMAN ITHNIN
APPROVED TRAINER BY HRD CORP

- Appointed as Trainer for PSMB 5-day Train-The-Trainer Program since 2011.
- Conducted more than 20 sessions TTT Program with total attendance of more than 300 participants.
- He was an experienced Engineering Manager in MNC.
- He also completed 5 years of Military skill training while studying at Royal Military College, Malaysia.
- He is an expert and has a deep knowledge in the 8 elements required in implementing KIP and a competent coach and mentor for the program.

TESTIMONIALS:

"Great session! The trainer able to engage with all the participants at all time and make the relatively dull process suddenly became very exciting." - **Teh Choon Hong**

"Training content can be apply to any various background career. It helps me a lot in many way. Thank you Iconic!" - **Nasrul Asyraf**

FOR REGISTRATION & INQUIRIES:

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