

Train the Trainer 1

Seminar objectives

The participants will

- Know and apply the structure of a seminar and a trainer guideline
- Know the different methods and will use them to achieve learning objectives
- Learn to design workbooks for the participants
- Learn positive and negative behaviour of a trainer
- Understand the basics of leading a seminar successfully
- Learn how to control the transfer success
- Design a concept for a technical seminar

Contents

- Structure of a seminar
- Different learning methods and how to use
- Create workbooks for the participants
- Positive and negative behaviour as a trainer
- Basics of leading a seminar
- Success of transfer
- Design of a seminar concept



Methods

- Lectures
- Group work
- Role-play
- Feedback

Organisation

- Target Groups
 - Technical Trainers
- Period
 - 1 day