



# Train the Trainer

By

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## **Introduction**

Introduce Yourself with some little known facts about you



# Today's Agenda

- ✓ 1. Why We Need Training
- ✓ 2. Why Train the Trainers
- ✓ 3. Teaching or Training
- ✓ 4. Trainer Potential
- ✓ 5. Training Ability and Skills
- ✓ 6. Training Process
- ✓ 7. Practice Sessions
- ✓ 8. Discussion on Practice Sessions
- ✓ 9. Examination





# 1. Why We Need Training

## ✓ 1.1 To bring change in Skills

- ❗ change in procedures

- ❗ change in process

- ❗ change in organizational structure



# 1. Why We Need Training

## ✓ 1.2 To update knowledge

- ❗ ... technology

- ❗ ... process

- ❗ ... organization

## ✓ 1.3 To strengthen decision making

## ✓ 1.4 To bring change in Attitude

- ❗ Behavior

- ❗ Ethics / values



# 1. Why We Need Training

## ✓ 1.5 To meet organizational Goals

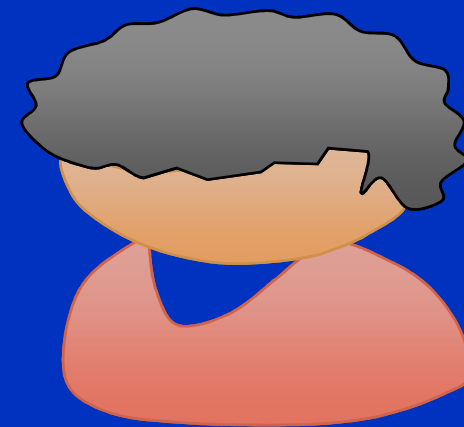
- i Overall purpose
- i Long term vision
- i Company ethics / values
- i Objectives and targets
- i Organizational changes



How do you manage training programs of your principal and vendors?



We recruited a trainee engineer to attend all training programs



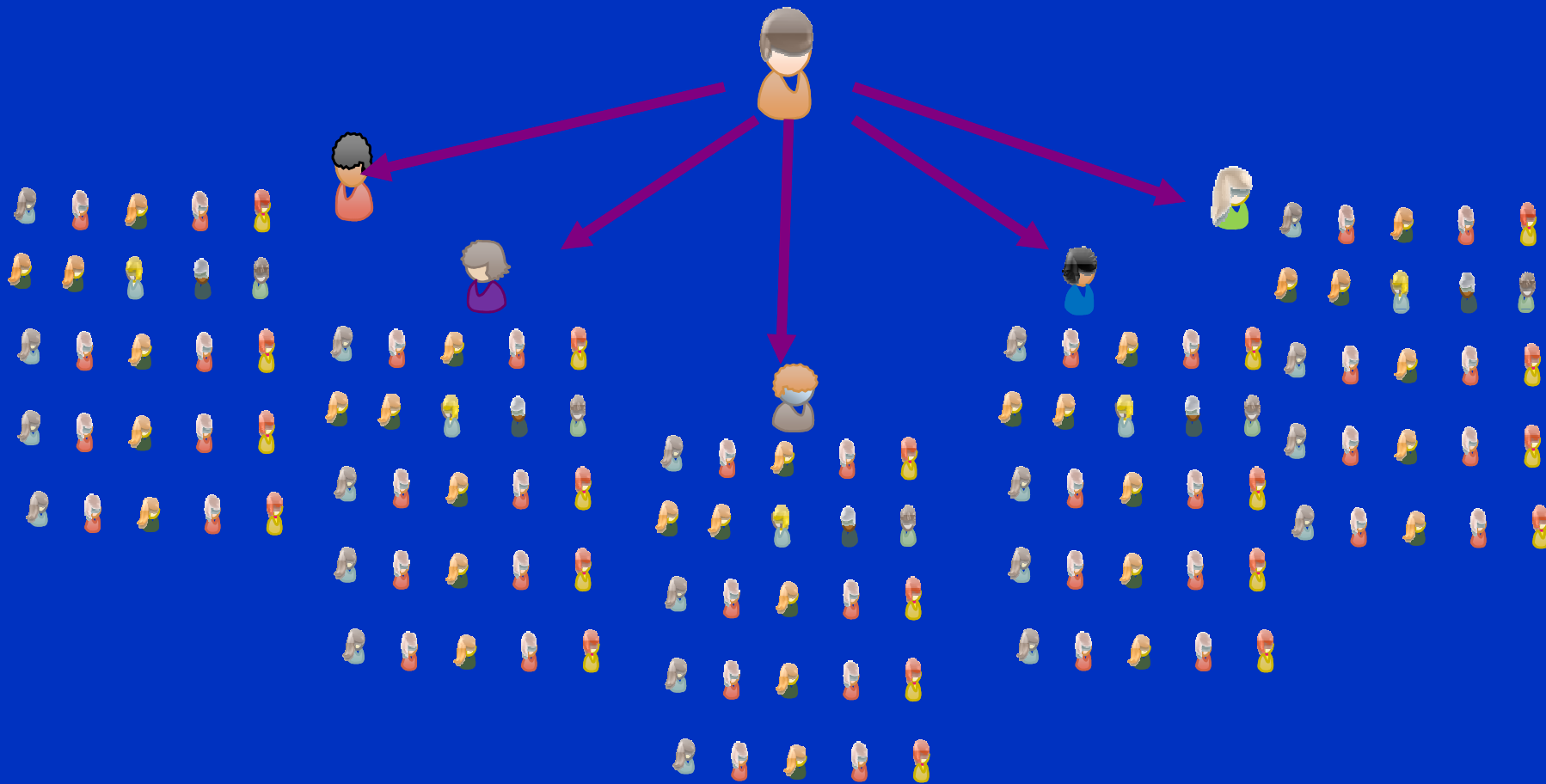


## Question and Answer Session

To ask question, please raise your hand

## 2. Why Train the Trainers

### ✓ 2.1 Create internal resources to meet need





## 2. Why Train the Trainers

### Myth Buster

#### Myth

- ✓ Any person with subject knowledge can do training
- ✓ During training you just need to speak

#### Fact

- ✓ A person may have good subject knowledge but he/she may not be able to take training
- ✓ Training is a planned activity designed for a specific objective



# 3. Teaching or Training

## Difference

### Teaching

- ✓ Giving Knowledge
- ✓ Theoretical
- ✓ Passive Participation
- ✓ Watch Me
- ✓ Try it Yourself

### Training

- ✓ Sharing Knowledge
- ✓ Real-life or Practical
- ✓ Active Participation
- ✓ Lets do it together
- ✓ Try and improve it further



## Question and Answer Session

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