

<b>COURSE TITLE</b>	<b>TRAIN THE TRAINER</b>																
<b>COURSE AIM</b>	To train new skills and tasks to workers to keep them in line with developments when new products, processes and technologies are being introduced.																
<b>COURSE CONTENTS</b>	<table border="0"> <tr> <td>1. Introduction</td> <td>9. Training programme</td> </tr> <tr> <td>2. Why Training?</td> <td>10. Learning and training styles</td> </tr> <tr> <td>3. Training and Education</td> <td>11. Adult learners</td> </tr> <tr> <td>4. Learning and behaviour</td> <td>12. Delivery of training</td> </tr> <tr> <td>5. How the learner learn</td> <td>13. Evaluation of training</td> </tr> <tr> <td>6. Role of the trainer</td> <td>14. Individual Presentations</td> </tr> <tr> <td>7. The training cycle</td> <td></td> </tr> <tr> <td>8. Training Needs Analysis</td> <td></td> </tr> </table>	1. Introduction	9. Training programme	2. Why Training?	10. Learning and training styles	3. Training and Education	11. Adult learners	4. Learning and behaviour	12. Delivery of training	5. How the learner learn	13. Evaluation of training	6. Role of the trainer	14. Individual Presentations	7. The training cycle		8. Training Needs Analysis	
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<b>DURATION</b>	30 hours																
<b>SCHEDULE</b>	Twice a week, evenings.																
<b>VENUE</b>	At the ETC Training Complex in Hal Far.																
<b>INTENDED FOR</b>	Persons who are training new employees to perform required tasks in a working environment.																
<b>FEE</b>	Nil																
<b>CERTIFICATION</b>	The Institute will award Certificates to candidates who pass a final examination set by the Institute.																

