

Training the Trainers Workshop

Overview

Great trainers do more than deliver content—they create learning experiences that inspire action, encourage participation, and produce lasting behavior change. This highly interactive Train-the-Trainer (TTT) workshop equips participants with the mindset, skills, and techniques needed to confidently facilitate engaging learning sessions.

Participants will discover how adults learn, create psychologically safe learning environments, ask powerful questions, manage different learner personalities, transfer learning beyond the classroom, and design training materials that enhance engagement. Throughout the workshop, participants will repeatedly practice facilitation techniques through mini-training sessions and receive structured coaching and feedback.

Objectives

By the end of the workshop, participants will be able to:

- **Analyze** adult learning principles, learner preferences, and facilitation techniques to determine the most appropriate approaches for different training situations.
- **Demonstrate** effective facilitation skills by creating psychological safety, using purposeful questioning techniques, managing learner engagement, and delivering structured learning activities.
- **Design** a learner-centered training session that incorporates VOAR, adult learning principles, instructional materials, learner transfer strategies, and facilitation best practices.

Who Should Participate

- Managers, supervisors, and other key leadership positions
- Business Owners
- Anyone looking to deepen their understanding of the leadership role

Key Topics

1. Welcome & The Trainer Mindset

- Introductions
- Expectations
- What Makes an Effective Trainer?
- Trainer vs Presenter vs Subject Matter Expert

2. Planning an Effective Training Session

- Adult Learning Principles
- Creating VOAR
 - o Value (WIIFM)
 - o Objectives
 - o Agenda
 - o Review
- Structuring a Learning Journey

Activity

Create a VOAR for an assigned topic

3. Engaging Different Learners

Creating a Safe Learning Space

- Types of Learners
- VAK Model
- Learner Engagement Techniques

Activity

Redesign a simple activity to engage all learner types

4. Facilitation Skills

Questioning Techniques

- Answering Difficult Questions
- Managing Participation
- Voice, Body Language, and Presence
- Facilitating Discussions

Activity

Facilitated questioning drills

5. Designing Learning Materials

- Creating Effective Slides
- Facilitator Guides
- Participant Handouts
- Activity Design
- Observation Checklists

Workshop

Improve an existing slide or activity

6. Learning Transfer

- Helping Participants Apply Learning
- Reflection Techniques
- Action Planning
- Closing Strong

7. Microteaching Practicum

Each participant delivers a 5 to 7-minute session that includes:

- VOAR
- Safe learning environment
- Questioning techniques
- Learner engagement
- Review

Facilitator and peers provide structured feedback

Reserve now! Call us at:

Tel. (02) 8.727.56.28 / (02) 8.727.88.60

Mobile Numbers: Globe: 0915-205-0133 / Smart: 0908-342-3162

/ Sun: 0933-584-7266

Website: www.businesscoachphil.com

Time

- 9:00 am - 4:00 pm

Venue

- Unit 705-D Atlanta Centre, 31 Annapolis St., Greenhills, San Juan City, Metro Manila

Schedule

- Please check our website, or you may call any of our customer representatives.
- Schedule may change without prior notice. Please call to confirm. BusinessCoach, Inc. is not liable for any expense incurred by seminar registrant resulting from cancellation of any of its events.

Seminar Fee

- Php 4,000.00 per participant (inclusive of snacks, lunch, seminar kit, handouts, certificate of attendance)

Why Choose BusinessCoach Inc. - VALUE!

1. The small number of participants allows proper learning; just like having your own consultant at a bargain price!
2. Exit surveys from our seminar attendees show the average rating of our resource speakers are from very good to excellent!
3. We offer the most diverse seminars and workshops.
4. We make sure that our trainers provide the most significant and useful information.
5. Our customers keep coming back, while the others give us numerous referrals.
6. We have trained over 100,000 professionals, and counting!!!

Discount

- Php 500.00 Discount if FULL AMOUNT is paid at least five (5) banking days before the event.

Reservation

- Please call to register or use the registration form below. Kindly fill-out and send to us through fax (8.727.8860 or 8.727.5628) or email. You will receive a confirmation within 48 hours.

Mode of Payment

- Deposit/Transfer cash payment to Banco de Oro:

Savings Account Name: BUSINESSCOACH, INC.
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- Kindly email deposit slip or screen capture of payment details (indicate name of participant and seminar title) to confirm reservation.

Register Now! (Limited Slots Available)



Seminar Title _____

Date _____

Name/s of Participant/s _____

Company Name _____

Address _____

TIN _____

Contact Person _____

Designation _____

Landline _____

Mobile Number _____

Email Address _____

(You may use a separate sheet for additional registrations)

*Kindly fax to (02) 8.727.5628 or (02) 8.727.8860, or email form to businesscoachphil@gmail.com