

## Train the Trainer

1 day

### Training Preparation

- Preparing Yourself
  - Know Your Objective
  - Know your Audience
  - Know your Environment
- Preparing Participants
  - Setting Expectations
  - Setting the Agenda
- Preparing the Classroom

### Learning Theory

- Bloom's Taxonomy
- Manger's Learning Objectives

### Facilitating Learning

- Adult Learning theories
- Learning styles

### Environment

- Classroom vs. Online learning
- Classroom management