

# **TRAIN THE TRAINERS**

## **Training program**



Training is often thought of as being a single event, isolated from business needs - such thinking fails to see the whole picture. Training needs to be a systematic process which begins with analyzing the training requirement in the context of business demands, and leads on to designing and delivering appropriate training solutions and evaluating the relevance of the learning to the organizational needs.

This course introduces participants to the training process, guides them through each stage and equips them with the skills to be effective trainers.

**This highly specialized and concentrated Program is ideally suited to following individuals who are:**

- **Trainers & would like to develop and enhanced their skills in the training & development.**
- **Those would like to become a Effective Trainer.**
- **Those would work in the corporate environment and become to a renown trainer**
- **Looking to develop their career in the training and development**

**Program is offered by: 3D Educators – Trainers & Consultants**

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## Program Details

### ***Inauguration***

The Training Program will be inaugurated by a senior member of 3DEducators

### ***Program Structure***

<b>Option # 1</b>	
Number of classes in a week	One Class Per Week
Duration of each class	3 - Hour
Duration	1 Months – 16 hours

### ***Other Learning Activities:***

Classroom Assignments	2
Presentations by Trainees	2

### ***About the Program Instructor***

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The Profile of Program Designers & Instructors is given below:

The “**TRAIN THE TRAINER**” Program will be conducted the Senior Trainers who having around more than 15 years experience in the field of training & development.

The Person are qualified and certified in their domains

At present, faculty is adjunct professionally with the pharmaceutical industry at senior position, and also involved in training and development for last fifteen years.

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## **Program Syllabus**

### **Course Contents**

Not surprisingly, training professionals spend a substantial proportion of their time training others. When they themselves receive training, it is usually aimed at familiarizing them with the specifics of a new or revised module or program.

But what about trainers' ability, confidence and motivation to deliver those programs effectively? What do they get to help them kindle their creative spark?

This tailor made program to your specific train the trainer needs. We always include material which will enhance the trainer's ability, confidence and motivation by developing and refreshing essential training skills.

- ❖ Importance of training and development in the organization
- ❖ Train the Trainer Concept
- ❖ Training Need Analysis (TNA)
- ❖ Organizing The Training
- ❖ Developing the Training Plan
- ❖ Different Training Techniques
- ❖ Identifying Various Groups of Trainees
- ❖ Training evaluation
- ❖ Training Games
- ❖ Training Exercises

## **TERMS & CONDITIONS**

### **WITHDRAWAL FROM THE CERTIFICATION**

Students are not allowed to withdraw from the CERTIFICATION. If a student cannot continue the CERTIFICATION his/her fee will be forfeited.

### **CONDUCT AND DISCIPLINE**

A disciplinary action, leading to rustication, will be taken against students whose conduct is found objectionable at any time during the course of study. Reference will be made to 3D Educators code of conduct.

### **EVALUATION AND GRADING**

The performance of students is evaluated through continuous observation of a student's performance in the CERTIFICATION – class participation, submission of assignments, quizzes and exercises.

The student will be examined through three hourly exams conducted at the midterm and a final exam at the end of the program. Total marks for passing the CERTIFICATION will be 60 out of a total of 100.

Students who do not meet the attendance or any other eligibility criteria will not be allowed to appear in the final examination.

The following grading plan will be applicable for the CERTIFICATION:

<b>A</b>	<b>87 - 100</b>
<b>B+</b>	<b>81 -86</b>
<b>B</b>	<b>72 - 80</b>
<b>C+</b>	<b>66 - 71</b>
<b>C</b>	<b>60 - 65</b>
<b>F</b>	<b>below 60</b>

**FINAL CERTIFICATION SHALL BE AWARDED BY IMRTC (INTERNATIONAL  
MANAGEMENT RESEARCH & TECHNOLOGY CONSORTIUM) – USA**

Students who are unable to appear for the final exam are required to submit a written application stating the reason for not appearing for the exam. 3D Educators reserves the right to approve or deny such applications. If approved, the student will be allowed to sit for the exam within one month. Failure to do so, the student will be resubmit the examination fee and sit the future schedule exam. Without passing of the exams no certification will be awarded.



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## **ONLINE CLASSES FACILITY AVAILABLE**

This world is emerging and growing in the 21st Century very rapidly because of latest and remarkable technology and its advancement. The Information become so costly and organizations and individuals need the right information on right time. So, if they are not equipped with the latest and updated technological infrastructure then they may face the severe losses. Therefore, to have the updated knowledge and methodologies, all may require the complete set of instructions with proper guidelines. But, all are impossible without having the consultants/Experts/Trainers/Faculties.

We at 3D EDUCATORS believe and correlate the business processes with the integration of Information Technology and its systems. Now you can also avail this facility at your home.

### **DISTANCE NOT MATTER**

You can join in the live classes Sessions of **3D EDUCATORS – TRAINERS & CONSULTANTS**

### **CONTACT US:**

9221-34141329

9221-34857148

0333-2402474

0322-2083032

[info@3deducators.com](mailto:info@3deducators.com)

<http://www.3deducators.com>

(Get the Admission Form)

[Admission Form](#)

**MANAGEMENT**

**3D EDUCATORS – TRAINERS & CONSULTANTS**



FINAL CERTIFICATION AWARDED BY IMRTC – USA

SAMPLE CERTIFICATE

**CERTIFICATE  
OF EXCELLENCE**

IMRTC USA Recognized

**CERTIFICATION**



*This is to Certify That*

**Mr. Danny Jones Wales**

*has successfully met the certification requirements as outlined in  
IMRTC content and the policies adopted thereunder; hereby grants the certification of*

**Certified OHSAS 18001 Lead Implementation**

Student ID: IM864532201

Date of Commencement: May 4, 2014

Date of Ending: July 4, 2014



*Cheryzel Rhodes*

Principal of Institute

Director Affiliations and Official Affairs

**INTERNATIONAL MANAGEMENT RESEARCH & TECHNOLOGY CONSORTIUM**

Address: 2 Amy Avenue, Edison NJ 08817 NEW JERSEY - United States of America

Chapter ID: AS2933770

Partnership ID: AS5588322\_Pakistan

*Verification@imrtc.org*

**CERTIFICATE OF AUTHORIZATION**

**CERTIFICATE  
OF AUTHORIZATION**

IMRTC USA Recognized

**CERTIFICATE OF AUTHORIZATION**



*This is to Certify That IMRTC Authorized*

**3D EDUCATORS - TRAINERS & CONSULTANTS**

*to work as Training & Research Partner in capacity of  
PARTNER THROUGH PAKISTAN CHAPTER  
for the scope of activity shown below in accordance with the applicable rules of  
the IMRTC. The use of this certification and the authority granted by this  
Certificate of Authorization are subject to the provision of agreement set  
forth in the application.*

*The validity of this certificate is for Two Years from the date of Issuance  
and will increase according to the performance  
Issuance Date: 16 Aug 2015*

*Cheryyel Rhodes*

Director Affiliations and Official Affairs



Chapter ID: AS2933770

**INTERNATIONAL MANAGEMENT RESEARCH & TECHNOLOGY CONSORTIUM**

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