



## **Train-the-Trainer Boot Camp**

Training provided by: The Bob Pike Group

May 2-3, 2017; 9 a.m.-4:30 p.m.

Missouri CAN Office – 2014 William Street; Jefferson City, MO 65109

**Course Content Overview:** The following are topics that will be covered in this two-day workshop. This seminar will allow you to experience, analyze, and apply information that you learn through the modules below.

### **Module One: Participant-Centered Training: The C.O.R.E**

- Why Participant-Centered Training is needed and works
- Instructor-led, participant-centered methodology
- Three essentials of an “opener”
- Quick openings
- Means by which to transition
- Applying for openers and transitions
- Three essentials of a “closer”
- Quick closer examples
- Training activities management and facilitation
- “7 Reasons We Remember Anything” Windowpane
- Rules for revisiting content
- Rules for using energizers
- Examples of revisits and energizers
- Applying for revisits and energizers

### **Module Two: Structuring Participant-Centered Training**

- Determining learner needs and constraints
- Central Instructor-led/Participant-Centered modules
- 5 “FUNdamentals” of IL/PC
- 55 ways to put variety in training
- Chunking content using “CPR”
- APPLICATION using IL/PC planning template
- Keys to creating useful handouts and posters
- 10+ PPT design tips

### **Module Three: Valuing Adult Learners**

- Four principles of adult learning
- Learning preferences continuum
- Motivation and the adult learner
- Meeting learning needs across generations
- Dealing with difficult participants
- Training transfer strategies
  - Before, During, and After
  - Personal Action Plan
- Evaluating training