TAP: Training Delivery Skills New Trainers Training

Duration: **5 Day**

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Trainers are facing increasing pressure to demonstrate their value in today's demanding environment. This comprehensive five-day program will equip trainers with the knowledge and skills they need to deliver engaging, interactive, and effective training.

Course objective and assessment

The assessment is in two parts:

Part one: Participants will plan and deliver a training session that is evaluated against the TAP® Training delivery assessment guidelines.

Part two: After the course, participants will implement actions agreed with the trainer and have them signed off by their manager. This confirmation will be sent to QA.

The course includes:

- Pre-course planning.
- Evening revision and preparation.
- Five sessions covering the TAP® training delivery methodology and its related criteria.
- Each participant will prepare and deliver a training session on a topic of their choice.
- Post-course development activities.

Prerequisites

This course is for trainers who are new to training or have been delivering training for under six months and wish to formalise their skills and knowledge with a recognised qualification. They do not need any previous qualifications in training. The course will help trainers who deliver virtually or face-to-face.

For face-to-face courses, we recommend that participants bring a laptop with them if they have one. If not, we can make alternative arrangements.