

Train the Trainer - Training Delivery and Evaluation QQI 6N3326



QQI Code	Level 6 - 6N3326 Training Delivery and Evaluation Minor module - Credit value 15
Duration	<p>6 x full days 42 face - to face training hours plus 10 hours web based directed learning hours</p> <p>As part of Total Focus's unique new blended learning approach you the learner have the opportunity to access additional information from our website. During this training programme you will be asked to avail of directed learning for approx. 2 hours prior to each of the face-to-face training days.</p> <p>This will consist of presentations, videos, questionnaires, quizzes, additional written information and articles providing a source of material for the next face-to-face training day</p> <p>Please ensure that you have access to the internet and are able to download material for this directed learning as part of the next face - to - face training day is based on this material</p> <p>You are expected to engage in self learning hours outside the course</p> <p>You are also encouraged to form a support group with your colleagues meeting either in person or by telephone / Skype between the classes</p>
Overall aims of Training Delivery and Evaluation	<p>The purpose of this award is to provide learners with the necessary knowledge, skills and competences to deliver, assess and evaluate a training and development programme</p>

<p>What exactly is Training Development and Evaluation</p>	<p>Understanding the challenges and skills associated with training, delivery and evaluation of training programmes.</p>
<p>Who should attend?</p>	<p>Anyone looking to add training development and evaluation to their skill set Anyone in a supervisory, managerial or leadership role who train others as part of their current / future job. Anyone looking to develop or up-skills their training skills Anyone looking for promotion where training is one of the core competencies</p>
<p>What will I learn?</p>	<ul style="list-style-type: none"> • Understand the key steps in being a successful trainer including how adults learn and how to respond to the many learning styles in a learning and development situation • Identify the use of clear objectives, messages and learning outcomes. • Plan and follow the constructive learning steps to ensure the training programmes meet the objectives • Analyse group dynamics and the impact on training • Explore the concepts, theories and thinking in delivering and evaluating training in the widest sense in training and development • Understand and be able to put into practice current legalisation including health and safety, equality, diversity and disability etc. • Differentiate between training aids, training techniques and identify the best one to use in a given environment in a training and development role • Plan evaluation tools for training and development ensuring that learning outcomes are met <p>Plus lots more...</p>

Dates for Feb Mar and Apr 2018

Dates	Times	Where
Saturday 03 rd February 2018	9.00am - 5.00 pm	The Sheldon Park Hotel & Leisure Club,131 Kylemore Road (off Old Naas Road), Dublin 12
Saturday 10 th February 2018	9.00am - 5.00pm	The Sheldon Park Hotel & Leisure Club,131 Kylemore Road (off Old Naas Road), Dublin 12
Saturday 24 th February 2018	9.00am - 5.00pm	The Sheldon Park Hotel & Leisure Club,131 Kylemore Road (off Old Naas Road), Dublin 12
Saturday 03 rd March 2018	9.00am - 5.00pm	The Sheldon Park Hotel & Leisure Club,131 Kylemore Road (off Old Naas Road), Dublin 12
Saturday 24 th March 2018	9.00am - 5.00pm	The Sheldon Park Hotel & Leisure Club,131 Kylemore Road (off Old Naas Road), Dublin 12
Saturdays 07 th April 2018	9.00am - 5.00pm	The Sheldon Park Hotel & Leisure Club,131 Kylemore Road (off Old Naas Road), Dublin 12

This training programme runs on six Saturdays - see above

There is also compulsory pre and intermediate work to be completed

There is ample car parking and the Sheldon Park Hotel is close to public transport. Situated just off the N7, the hotel is located approx. 2 minutes' walk from the Red Luas Line and a 15 minute drive from Dublin city centre; 5 minutes from the Red Cow interchange on the M50.

To achieve your QQI 6N3326 award certificate in Training Delivery and Evaluation

You must complete the following

- 80% attendance
- Satisfactory completion and grade of QQI assignments

Including:

- 40% - Project (based on aspects of Training Delivery and Evaluation)
- 40% - Skills Demonstration
- 20% - Learner record

Your Investment	<p>€525.00 per person which includes all necessary QQI award fees</p> <p>You can pay your €100.00 deposit to secure your place by cheque to Total Focus at Suite 2179, 26 Upper Pembroke St, Dublin 2. Payment by instalments is possible ; please contact Total Focus</p>
Would you like to talk to us about this training programme?	<p>To find out more about the Training Delivery and Design programme please contact Maeve Finch of Total Focus on 085 735 4446 or training@totalfocus.ie</p>
'In-house' training	<p>Please note that this programme can be delivered 'in house' and tailored to the needs of your organisation</p> <p>Contact Total Focus for a quotation</p>