

# SPAARKZ ACADEMY

## TRAIN THE TRAINER SESSION PLAN

S.no	Module	Training Objective	Focus Areas	Duration
1.	Introduction	A Discussion with the participants about the outline of this training program.To give participants a gist of objectives		30 min
2	Importance of Competencies	At the end of this session participants will understand the importance of Competency and its association with skill and attitude	Iceberg Model Importance of Competencies	120 min
3	Learning and Styles of Learning	To give a clear idea about the adult learning styles which will be helpful for participants during their seminar or training	Adult learning stages Motivators and barriers to learning	30 min
4	Purpose of a Training	To make participants realize the difference between teaching and training	Training Definition Teacher Vs Instructor	30 min
5	Systematic Training model or Process	At the end of this session participants will learn how to do the framework of a training	ADDIE model Designing a Training Program	90 min

6	Presentation Skills	Better presentation skills also reduces the stress on presenters which means they will be more willing to present and more effective with their communication.	Making a Presentation Delivering the Presentation Methods of evaluation	120 min
7	Factors that lead to a poor training	At the end of this session participants will learn about the possible factors that cause disturbance during the training and a methodology to deal with it	General Situational Guaranteed Distractions How to Overcome this	30 min
8	With a Good Training	It shows the positive approach that a person gain from the effective training		30 min