informatech

HUMAN RESOURCES AND TRAINING | HRT-006

Certified Master Trainer

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Course content

Why Attend

At the heart of any successful training session lies the trainer. The Certified Master Trainer training course is specifically designed to empower trainers with the essential knowledge and skills needed to craft and deliver impactful training sessions.

Participants of this course will gain access to cutting-edge tools, methodologies, and solutions, enabling them to create memorable training experiences with a profound and enduring influence.

Moreover, they will learn to discern and appreciate the skills and traits that set exceptional trainers apart from their counterparts.

Course Objectives

By attending this training course, delegates will be able to:

- List various adult learning principles and their implications on the delivery of training
- Identify and develop skills required in successful trainers
- Examine training methods and determine the most appropriate one for their training workshops
- Write specific Instructional Learning Objectives (ILOs)
- Apply training models in the design and delivery of training programs
- Develop blueprints for training sessions
- Plan and deliver a training session relevant to their areas of expertise

Designed for

This training course is suitable to a wide range of professionals but will greatly benefit:

- Trainers
- Line Managers

Course content

Course Objectives

- Business Partners
- Team Leaders
- Specialists
- Officers

Course outline

Day One: Adult Learning and Learning Styles

- The training cycle: an overview
- The importance of adult learning styles
- Characteristics of the adult learner – how they differ from children
- Learning styles – and how to assess them
- Cognitive overload research and what it tells us about training

Day Two: Characteristics of Successful Trainers

- The various roles for training professionals
- Facilitation: an overview
- Presenter and facilitator: what's the difference?
- Facilitator competencies & self-assessment
- Four guiding principles for facilitators (ORID)

Day Three: Training Methods, Activities and Exercises

- Using icebreakers and educational games
- Advantages and disadvantages of different activities/methods

Course content

Course outline

- Planning and structuring exercises
- Brainstorming: you may have been doing it wrong
- Using SWOT, PESTEL and Force Field Analysis with groups

Day Four: Designing Training Programs

- Setting ground rules
- Steps to prepare an effective presentation
- Why educational objectives are essential
- The levels of training evaluation
- Calculating a cost-benefit analysis

Day Five: Presenting and Delivering Effective Training

- Presentation skills and overcoming fear
- The key elements of presenting
- Handling questions from the group
- Cultural issues in training
- Getting feedback from others

Seminar dates

Available seminar dates

Live dates and pricing for Certified Master Trainer generated from the course details page.

Date	Location	Format	Fee
15 - 19 June 2026	Amsterdam - Netherlands	Classroom	**€4,250.-**
20 - 24 July 2026	London - U.K	Classroom	**€4,200.-**
3 - 7 August 2026	Istanbul - Turkey	Classroom	**€2,850.-**
7 - 11 September 2026	Vienna - Austria	Classroom	**€4,250.-**
12 - 16 October 2026	Barcelona - Spain	Classroom	**€3,850.-**
9 - 13 November 2026	Paris - France	Classroom	**€4,500.-**
14 - 18 December 2026	Frankfurt - Germany	Classroom	**€3,250.-**

Live online option	Online delivery is available at €1,850.-.