

# Trainer Certification II

## Introduction

This program builds on Trainer Certification I by first reviewing adult learning principles, facilitation skills, and application to curriculum design. Then the workshop explores the application of ADDIE as an instructional design approach to creating learning solutions. This workshop places emphasis on good instructional design techniques that include partnering with stakeholders, ROI analysis, and integrating information from Trainer Certification I to ADDIE. During this workshop, participants will have an opportunity to use ADDIE to adapt a current training program or one they are creating to ensure their learning solutions are productive and measurable.

## Objectives

After completing the workshop, participants will be able to do the following:

- Incorporate adult learning principles and processes into the training design and delivery
- Design instructional programs to meet adult learners' needs and expectations
- Implement effective and productive measurement of the results of learning

## Pre-Workshop Assignment

Before the workshop, participants will read background material and prepare a brief facilitation case study, which will be a training program they want to update or a one they want to create, for use during the workshop. Following good adult learning theory, the pre-work assignment will thoroughly review all the key models and concepts so that the primary focus of the workshop is application.

# Interactive Two-Day Workshop

## Day 1

### Welcome and Objectives Review

- Introductions
- Housekeeping
- Participants' objectives

### Review of Trainer Certification I

- Golden Rule
- Adult learning principles
- Adult learning process
- Bloom's Taxonomy
- SMART performance objectives

### Overview of ADDIE

- High-level review
- ADDIE and adult learning principles

### Analyze Phase of ADDIE

- Complete learner and stakeholder analysis
- Understand targeted learner
- Identify gaps and needs
- Create performance objectives

### Design Phase of ADDIE

- Advisory board
- Design document
- Stakeholder collaboration
- Incorporating interactivity

### Close Day 1

## Day 2

### Open Day 2

### Develop Phase of ADDIE

- Stakeholder review
- Piloting and testing
- Building process

### Implement Phase of ADDIE

- Launch preparation
- Train-the-trainer
- Marketing or socializing a new program

### Evaluate Phase of ADDIE

- Kirkpatrick ROI model

### Final Certification

### Presentation of Case Studies

### Conclude Workshop