



**EXPONENTIAL ADVISORY**

WINNER OF THE 'BRANDON HALL' SILVER AWARD FOR 'BEST ADVANCE IN MEASURING THE IMPACT OF LEADERSHIP DEVELOPMENT', USA - 2018.

# WORKSHOP TRAIN THE TRAINER

1 INTERACTIVE SESSIONS

2 GROUP ACTIVITIES

3 CASE STUDIES

4 ROLE PLAYS

5 POST-WORKSHOP COACHING



**BENGALURU  
VENUE TO BE ANNOUNCED**

**18, 19 March 2025**



**MUMBAI  
IMC, CHURCHGATE**

**11, 12 March 2025**



**22,000 + 18% GST**



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# Train the Trainer (TTT)

Master the Art of Training



## Introduction

Exponential Advisory's Train the Trainer (TTT) is a comprehensive workshop designed to equip individuals with the skills and knowledge necessary to become effective and engaging trainers. This program focuses on transforming subject matter experts into confident and competent facilitators who can deliver impactful training sessions.

## Objectives

- **Instructional Design Principles:** Develop a strong foundation in instructional design principles.
- **Facilitation Skills:** Enhance facilitation and presentation skills to create engaging learning experiences.
- **Training Materials:** Master the art of creating interactive and learner-centered training materials.
- **Delivery:** Build confidence in delivering content.
- **Evaluation:** Learn to assess training effectiveness and implement improvements.

## Methodology

The TTT program employs a blended learning approach, combining classroom instruction, hands-on practice, and self-directed learning. Key methodologies include:

- **Interactive Sessions:** Deliver core concepts and theories through engaging presentations.
- **Group Activities and Discussions:** Foster collaboration and knowledge sharing among participants.
- **Case Studies:** Provide real-world scenarios for practical application.
- **Role-Playing Exercises:** Build confidence and develop facilitation skills.
- **Practical Projects:** Apply learning to real-life training development.
- **Mentorship and Coaching:** Provide individualized support and guidance.

## Module 1 - The Essentials of Training

- **Exponential Advisory's TTT Framework:** Understand the core phases of successful training programs. Exponential Advisory's TTT framework comprises of Planning, Design, Delivery, and Post-training.
- **Training Need Analysis for Internal Trainers:** Conduct training needs assessments to determine the specific skills and knowledge that employees need to succeed.
- **Operational Definition and Quantified Objectives:** Understand how to develop clear and measurable objectives to design the training program and measure its effectiveness.
- **Stakeholder Buy-in:** Practice techniques to obtain buy-in from stakeholders for training programs.
- **Administration:** Budget, schedule, logistics, and administrative tasks associated with developing and delivering training.

## Module 2 - Trainer Essentials

- **Competencies Required:** Identify the competencies required for successful trainers. These competencies include subject matter expertise, instructional design, facilitation, and collaboration.
- **Theories to Study:** Get acquainted with theories of adult learning. Gain an understanding of how adults learn best and how to apply these theories to design effective training programs.
- **Subject Matter Expertise:** Strategies for developing your subject matter expertise and staying up-to-date on the latest trends.
- **Role of the Trainer:** Explore the various roles of a trainer. Learn how to act as facilitators, subject matter experts, coaches, and mentors.

## Module 3 - Content Preparation

- **Learning Styles:** Identify your own learning styles and the learning styles of your learners.
- **Design Games and Icebreakers:** Strategies for designing games and icebreakers to use in the training programs.
- **Training Aids:** Types of training aids that can be used to enhance training programs. Learn how to select and use training aids effectively.
- **Input and Output Variables:** Identify and analyze input variables and output variables.
- **Planning for Success and Challenges:** Create detailed training plans, identify potential challenges, and develop contingency plans.
- **Resources:** Identify, acquire, and manage resources such as training materials, equipment, and facilities.

## Module 4 - Training Delivery

- **Delivery of Content:** Learn effective training delivery techniques. Gain skills to engage learners, manage time effectively, and adapt their delivery style to different learning styles.
- **Stress Management:** Apply techniques for managing stress and maintaining a positive and energetic presence in the training room.
- **Art of Delivery:** Explore the art of training delivery, including the use of humor and storytelling to create engaging and impactful training experiences.

## Module 5 - Post-Training

- **Training Evaluation:** Collect and analyze data to determine the effectiveness of training.
- **Knowledge Tests:** Develop and conduct knowledge tests to assess learners' knowledge and understanding.
- **Hand Holding:** Design handholding strategies to foster continuous learning.

## Deliverables

During the course of the workshop, you will

- Design one training program of your choice.
- Get hands-on delivery practice on the second day of the training.

## Facilitator

Dr. Sonali has 26 years of experience in HR, OD, and training in corporates and academics. Her expertise extends to coaching CXOs, CEOs, executives, and entrepreneurs, focusing on productivity, personal and sustainable growth, leadership, and mindfulness. She empowers individuals to position themselves as change leaders in their organizations, enabling them to contribute to the bottom line.

Her experience in training and evaluating projects helps her to design high-impact training programs and measure their progress. She believes that quantifiable goals and data are the foundations for growth and transformation.

She also designs questionnaires, conducts employee, customer, and market surveys, and provides recommendations based on the results.

## Bengaluru

18th and 19th March, 2025, 10 am. to 5 pm.

Last date to register: 5 March 2025

## Mumbai

11th and 12th March 2025, 10 am. to 5 pm.

Last date to register: 28 February 2025.

## Fees

Rs. 22,000 + 18% GST. Register before 25th February 2025 and get 10% discount.

**Workshop fees includes:** TTT handbook, lunch, and tea/ coffee.

## Inhouse Workshop


Train the Trainer workshop is also available for in-house corporate training.

## Terms and conditions

- Registration will be confirmed on payment of fees.
- Booking needs to be confirmed before 5th October 2024.
- Venue may change in case of unavoidable circumstances.

## Contact

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## About Exponential Advisory

- Exponential Advisory was formed in 2009 with a focus on HR and training.
- The Vision of Exponential Advisory is "To cultivate a culture of ownership and accountability."
- Consulting and training – strategic HR, measurement and evaluation, leadership, HR and skills audit, training and OD, performance management, HR analytics, and surveys.
- First PSU workshop on leadership and management development – 2014, Assam, India.
- Distinguished contribution to developing Case Studies.
- Exponential Advisory celebrates its 9th anniversary – 2018.
- Leadership and benchmarking studies were undertaken for corporations in industries such as oil and gas, power, energy, automotive, IT, banking and finance, consulting, retail, BPO, pharmaceutical, telecom, and media.
- One-day and two-day workshops are offered internally and publicly throughout the year.
- Exponential Advisory Celebrates its 10th anniversary – 2019.
- Exponential Advisory launches new workshops/ programs - Idea generation, Questionnaire designing, and Vision building – 2022.
- Exponential Advisory launches its flagship program - Train the Trainer - 2024.

## Clients

Participants from the following companies have attended our workshops.

### Government Organizations

- College of Defense Management (CDM)
- National Thermal Power Corporation (NTPC)
- Oil India Ltd. (OICL)
- Indian Oil Corporation Ltd. (IOCL)
- Oil and Natural Gas Corporation (ONGC)
- NTPC-SAIL Power Company Pvt. Ltd. (NSPCL)
- North Eastern Electric Power Corporation Ltd. (NEEPCO)
- General Insurance Corporation of India (GIC)
- Hindustan Petroleum Corporation Ltd. (HPCL)

### Private Limited Companies

- Viacom 18
- 3G Global Services
- Mahindra Finance
- Mahindra Tractors
- TCS
- TATA Communications
- Goodlass Nerolac
- L&T Infotech
- AllWave AV
- P. D. Hinduja Hospital
- USV Pharmaceuticals
- Alembic Pharmaceuticals
- Hyper City
- Positive Packaging