



Train-the-Trainer: Facilitator's Guide: Instructor's Guide (Pfeiffer)

Karen Lawson

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The demand for training often exceeds the available resources. That's when organizations turn to their subject matter experts. These employees often have no training experience, but they have valuable information to share with their co-workers. The Train-the-Trainer workshop is the helping hand that no new trainer can do without.

The Facilitator's Guide gives you the tips, tools, checklists, and guidelines you need to conduct an effective, interactive train-the-trainer program.

You'll teach new trainers how to:

- * Conduct a needs assessment
- * Identify their training style
- * Design their instructional plan
- * Use active training techniques
- * Deliver their training
- * Evaluate their training . . . and much more!

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