

**Course : Train The Trainer**  
 Training Duration : 2 Days (09:00 – 16:00)  
 Training Fee : THB 9,600  
                   \*THB 640 per staff / 2 days  
 Seats : 15 maximum  
 Instructors : A. Jesnatta Kijjaraksuvanich



**Course Description**

This course is highly recommended for newly appointed Department Head, Assistant Department Head and Supervisor. It aims to improve team performance and competency. Practice on conducting Training and increasing ability to use appropriate training tools.

**Course Objectives:** After completion of the course the participants will be able to:

1. Analyze training need and build the training plan (Objectives, priorities, action, plan)
2. Prepare a training session
3. Conduct Training using appropriate training methods and tools
4. Do the training evaluation

**Materials:**

- Sheets and worksheets provided
- Learning Multimedia

**Training Methodology**

1. Lecture
2. Role Play

**Schedule**

DAY	Time	Topics	Hrs
1	09:00 – 12:00	Analyze training need and build the training plan (Objectives, priorities, action, plan)	3
	13:00 – 16:00	Prepare a training session	3
2	09:00 – 12:00	Conduct Training using appropriate training methods and tools	3
	13:00 – 16:00	Do the training evaluation <b>Test:</b> Lead 15 minutes session	3
<b>Total hours</b>			<b>12</b>