



HUMAN RESOURCES TRAINING

Train the Trainer: From Course Design to Delivery

5 day course

Classroom, online or in-house

Course overview

Subject expertise and the ability to teach a subject are different capabilities, and promoting the best technician into the training room proves it. This course builds the second one. Delegates work through analysing what a group actually needs as against what somebody asked for, writing objectives specific enough to be assessed, and designing a session with the right balance of input, practice and feedback. Delivery covers presence, questioning, managing the dominant participant and the silent one, and handling the moment a delegate knows more than the trainer. Assessment and evaluation close the course, including how to tell whether anything changed once people returned to work.

What you will learn

- Analyse a training need as distinct from a training request
- Write learning objectives specific enough to be assessed
- Design a session balancing input, practice and feedback
- Select methods and materials appropriate to the group and the subject
- Deliver with presence, and manage dominant and silent participants
- Handle a delegate who knows more about the subject than you do
- Assess learning and evaluate whether behaviour changed at work

Who should attend

- Internal trainers and subject experts asked to teach
- Learning and development professionals
- Supervisors responsible for on the job training
- Technical specialists moving into a training role
- Human resources staff designing internal programmes

Course outline

- 01 Why subject expertise is not teaching ability
- 02 Training needs analysis against the training request
- 03 Writing assessable learning objectives
- 04 Session design and the input, practice, feedback balance
- 05 Selecting methods, media and materials
- 06 Delivery skills, presence and questioning
- 07 Managing difficult group dynamics
- 08 Assessment, evaluation and measuring transfer to the job

Upcoming dates

Dates	Venue	Format	Fee per delegate
5 to 9 October 2026	Harare, Zimbabwe	Classroom	USD 1,325
2 to 6 November 2026	Durban, South Africa	Classroom	R19,950
28 December 2026 to 1 January 2027	Cape Town, South Africa	Classroom	R19,950
1 to 5 February 2027	Pretoria, South Africa	Classroom	R19,950



Fees and how to register

This 5 day course is **R8,500** per delegate online, **R19,950** in the classroom in South Africa, Botswana, Namibia, Lesotho and Eswatini, and **USD 1,325** in the classroom elsewhere in Africa. In-house training is quotation on request. Book 2 or more delegates on this course and save 10%.

To register or request an in-house proposal, visit www.afrisciencegroup.com, email info@afriscience.co.za, or WhatsApp us on **+27 63 479 1136**.

AfriScience Group | +27 61 536 6531 | info@afriscience.co.za | Pretoria, Gauteng, South Africa