

## Course Outline for NAARSO Operations Course

Date: 2017

Course Title: Train the Trainer

1. Why do we train trainers?
  - a. Review importance of proper training
2. How do you choose trainers?
  - a. Qualifications of trainers
  - b. Selection process
3. What are the barriers to effective training?
  - a. Identify barriers
  - b. How to remove barriers
4. Following the ADDIE model
  - a. What is the ADDIE model?
    - i. Review each step
      1. Analysis
      2. Design
      3. Develop
      4. Implement
      5. Evaluate
5. Training activity
6. Comprehension
  - a. How to gauge comprehension with your trainers
7. Documentation
  - a. Best practice
  - b. Why it is important