



HRD CORP TRAIN THE TRAINER CERTIFICATION COURSE



Course Fee: RM2834/pax

Course Fee inclusive of training materials, facilitator fee, HRD Corp admin & assessment fee, HRD Corp TTT certificate, meals and service tax (8%)



SHEQ MANAGEMENT CONSULTANT SDN BHD
(538550-D)

HRD CORP REGISTERED TRAINING PROVIDER SINCE 2001

For an in-house quotation & enquiries, please contact:

Tel : 06-799 8229/06-799 8286

Email : info@sheq.com.my

Webpage : www.sheq.com.my

Address : Lot 29, Jalan Permata 1/1, Arab Malaysian Industrial Park,
71800 Nilai, Negeri Sembilan.



Find us:



**SHEQ Management
Consultant**

WHY HRD CORP TTT?

- Stand out as HRD Corp Certified Trainer and expand your impact to learners and organisations.
- Meet a baseline quality standard set by HRD Corp for competent trainers.
- Conduct training under various HRD Corp Schemes as HRD Corp Accredited Trainers.



WHO SHOULD ATTEND THE TRAINING?

Managers, executives, trainers, team leaders, subject matter experts and people for whom training is a large part of their job or full job function within a structured training and assessment system.



KEY TAKEAWAYS FROM HRD CORP TTT

1. Describe the **characteristics of a Competent Trainer**.
2. Apply **adult learning principles** in **designing and delivering training programme to any level of audience**.
3. Identify and **design TNA** by **using specific tools to meet the Customer's needs** and requirements within a given time.
4. Given an objective, time limit, information and resources, will be able to **develop an effective Competency Based Training (CBT) for any targeted learning group**.
5. Apply the **assessment tools to assess trainee's progress** in line with industry or organisational competency standards.
6. **Facilitate a training session using various methodologies** in given time.

HRD CORP TRAINERS ROADMAP

How to be a HRD Corp Accredited Trainer?



COURSE CONTENT

MODULE 1

PLAN ADULT LEARNING

- Fundamentals of Adult Learning & Training
- Principles of Adult Learning
- Competent Trainers Characteristics
- Ethics Guide for Trainers

CONDUCT TRAINING NEEDS ANALYSIS

- Overview of Training Needs Analysis
- Training Needs Analysis Methods
- Competency Gap Analysis
- Outcomes of Training Needs Analysis

MODULE 2

MODULE 3

DESIGN COMPETENCY BASED TRAINING PROGRAMME

- Programme Requirements
- Training Resources Development
- Training Design Development

CONDUCT COMPETENCY BASED TRAINING PROGRAMME

- Methods of Training Delivery
- Presentation and Facilitation Skills
- Learning Supports
- Session Plan

MODULE 4

MODULE 5

ASSESS PARTICIPANT'S COMPETENCE

- Introduction to Competency Based Assessment
 - Introduction to Assessment
 - Types of Assessment
 - Assessment Administration
 - Assessment Report

ACCOLADES

FROM OUR PARTICIPANTS

“ Thank you very much! I was looking forward to this TTT course for weeks and it exceeded my expectations! I was really happy that I learned a lot from the training!

”

HABIL MD NOOR

PRINCIPAL ENGINEER, MECHANICAL (THERMAL PLANT),
MALAKOFF POWER BERHAD

“ The trainer from SHEQ really gave a good insight knowledge not only how to be a certified trainer but also how to become "the best in class" trainer.

”

SHAHIDAN ABDULLAH

DIRECTOR,
TALENT & TECHNOPRENEUR
DEVELOPMENT
MIMOS BERHAD

“ After the training, I feel so confident to apply what I learnt from the training to my daily life dealings, especially for my in-house training. Now I'm able to teach and train other people effectively.

”

MAHDZIR ISMAIL

QA MANAGER,
SBN INDUSTRIES SDN BHD

“ Training was excellence and the instructor have a good knowledge pertaining to the subject matters.

”

ADZLIM BIN SAM

DEPUTY DIRECTOR,
CIVIL AVIATION AUTHORITY OF
MALAYSIA (CAAM)

“ I'm glad I attended this program because I had a really good experience and gained knowledge. I also worked with a wonderful trainer. Really enjoyed the moments and the environment. Training delivery was excellent. I will train my staff and apply the knowledge for future training.

”

ROSLI BIN ABU BAKAR

VICE PRESIDENT, CIF & REGULATORY REPORTING,
BANK RAKYAT

LEAD TRAINER PROFILE



DR. SASHEEDRAN
CLICK TO VIEW

Our upcoming HRD Corp Train-The-Trainer Certification Course

**WYNDHAM GRAND BANGSAR, KUALA LUMPUR
1ST - 5TH APRIL 2024**

For registration & enquiries, please contact:

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