



**LEARN HOW TO BUILD  
A TRAINING MACHINE THAT WORKS!**

**When: Wednesday February 17<sup>th</sup>**

**11:00 a.m. to 4:30 p.m. Eastern**

**The Agenda**

**11:00 a.m. - 12:00 p.m. (EST): Training Process and Programs**

- What is going on out there?
- Where and why are we coming up short?
- What's working – "For Real"

**12:00 - 12:30 p.m.: Break**

**12:30 - 1:30 p.m.: The Teaching Process**

- The difference between teaching and learning
- The 4 basic precepts of the teaching process

**1:30 – 2:00 p.m.: Break**

**2:00 – 3:00 p.m.: The Learning Process**

- Learning is a process
- The 5 basic ways in which people/adults/trainees learn skills and concepts

**2:00 – 3:00 p.m.: The Training Process**

- Simple, repeatable process for conveying specific skills related to tasks
- A manner that assures comprehension
- Validation and a successful outcome of the training event.

### **4:00 p.m. to 4:30 p.m.: Q & A and Wrap Up**

Register today for this half-day seminar that is sure to get your 2021 started in the right direction. All participants will receive a recording of this seminar.