



**ISTD - INDIAN SOCIETY FOR
TRAINING & DEVELOPMENT**



**4 DAYS CERTIFIED
TRAINING PROGRAM ON**

TRAIN THE TRAINER

ONLINE MODE

**BECOME A CERTIFIED TRAINER
26-29 JUNE, 2025
THU-SUN**



FOR DETAILS:
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training@istd.in

**SCAN &
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OVERVIEW OF THE PROGRAM

Indian Society for Training & Development (ISTD) was established in April 1970. It is a National Level Professional and Non-Profit Society, registered under the Societies Registration Act, 1860. It has over 50 Chapters across India. It organises Training Programs both at National & Chapter Levels, covering various areas of HRD with special emphasis on Training of Trainer, Training Goals & Objectives HR Analytics, to mention a few amongst others.

ISTD's Flagship Short Term Training Program "**Certified Train The Trainer**" covers a broad spectrum of tools and techniques along with multiple practice deliveries and individualized feedback. This Program is beneficial to Executives of HR Department, Line Managers who need to perform faculty assignments, Executives from other areas desirous to move into Training domain and anybody wanting to fine-tune his / her presentation facilitation skills and fit into the HR function to participate in it professionally.

This Train The Trainer Training program is designed to help and benefit participants to develop, organise, and deliver effective training and to know how to assess the success of the training. Participants learn how to apply different training methods for engaging participants, how to handle difficult participants, how to provide training materials in a structured and clearly written manner, how to deliver an interactive presentation and how to apply the knowledge based on educational research to achieve prescribed training goals.

OBJECTIVES

To understand, develop and practice the skills required for **Designing, Delivering** and **Evaluating** training programs in professional manner.

PROGRAM TAKEAWAYS

After completing the Train The Trainer program, participants will be able to :

- Create and deliver training programs in a professional manner aligned to business needs.
- Align session content to learning objectives.
- Use a variety of training methodologies like ice breakers and energisers, exercises, case studies, role plays and other training activities.
- Enhance participant learning through clear and engaging presentations.
- Use a variety of Training Analytics to assess the impact of Training.
- Address challenging participants questions and behavior.
- Create appropriate techniques to ensure transfer of training on the job.
- Develop successful methods to receive feedback on Training for improvement.
- Understand the perspective of facilitation and coaching in training.

PROGRAM SCHEDULE

DAY 1 - 26th June 2025

Time	Sessions	Topic
10.00 to 11.30	Session 1	Welcome and Inauguration
		<ul style="list-style-type: none"> Objectives & Certification process Ice Breaker -The journey begins... Step one!
11.30 to 11.45	Break	
11.45 to 1.15	Session 2	Foundations & Fundamentals <ul style="list-style-type: none"> Principles of effective training Adult learning theory (Andragogy) Learning styles and how to address them Bloom's taxonomy of learning domain Skills and competencies of a trainer
1.15 to 2.00	Lunch	
2.00 to 3.30	Session 3	Aligning Training Needs to Business <ul style="list-style-type: none"> Understanding Training needs. Identifying Training needs and gaps
3.30 to 3.45	Break	
3.45 to 5.15	Session 4	Creating impactful session plans: <ul style="list-style-type: none"> Defining Objectives Audience Analysis Organising material Choosing appropriate methodologies Building evaluations techniques
5.15 to 5.30	Close for the day	<ul style="list-style-type: none"> Review of the day's learning Reflective practice and discussions Challenges and experiences

DAY 2 - 27th June 2025

Time	Sessions	Topic
10.00 to 11.30	Session 1	Design content using interactive training methodologies: <ul style="list-style-type: none"> Ice breakers Role plays Case Studies Team building exercise Games, Exercises etc
11.30 to 11.45	Break	
11.45 to 1.15	Session 2	Effectively use presentation skills to deliver training: <ul style="list-style-type: none"> Techniques for clear and engaging delivery Managing nerves and building confidence Structuring the presentations Impactful body language Impressive voice Gracious conclusions
1.15 to 2.00	Lunch	

DAY 2 - 27th June 2025 (Contd...)

Time	Sessions	Topic
2.00 to 3.30	Session 3	Practical Exercise <ul style="list-style-type: none"> Participants develop a mini training module based on the learning.
3.30 to 3.45	Break	
3.45 to 5.15	Session 4	Participant Presentations <ul style="list-style-type: none"> Myths and facts in training
5.15 to 5.30	Close for the day	<ul style="list-style-type: none"> Review of the day's learning Reflective practice and discussions Challenges and experiences

DAY 3 - 28th June 2025

Time	Sessions	Topic
10.00 to 11.30	Session 1	Creating a positive learning environment and engaging training experience <ul style="list-style-type: none"> Rapport Building Participant involvement Managing difficult participants
11.30 to 11.45	Break	
11.45 to 1.15	Session 2	Evaluating the impact of training and training analytics: <ul style="list-style-type: none"> Techniques for assessing participant understanding Building assessment techniques during training Providing constructive feedback
1.15 to 2.00	Lunch	
2.00 to 3.30	Session 3	Practical Exercise <ul style="list-style-type: none"> Participants make presentations and get feedback
3.30 to 3.45	Break	
3.45 to 5.15	Session 4	Facilitation Skills required of a trainer: <ul style="list-style-type: none"> Trainer as a Coach Incorporate Technology Design Blended Learning Experiences
5.15 to 5.30	Program Closure	<ul style="list-style-type: none"> Summary of key take-aways Reflective practice and discussions Preparation of action plan

DAY 4 - 29th June 2025

Time	Topic
10.00 to 11.30	Assessment for certification - Live presentation by participants and feedback for improvement
11.45 to 1.15	Valedictory

Certified Train The Trainer Program Fees

CATEGORY	Fee per Participant	18% GST
Delegates from Industry Academia, Government, R&D Institutions	Rs 17,000/-	Rs 3,060/-
ISTD Individual Life / Institutional Members & ISTD Diploma Students	Rs 12,000/-	Rs 2,160/-

Group Discount

No. of Participants	Discount %	Fees per Participant (Exclusive of 18% GST)	Total Fees (Exclusive of 18% GST)
3 Participants from same organisation	10%	Rs 15,300/-	Rs 45,900/-
5 Participants from same organisation	15%	Rs 14,450/-	Rs 72,250/-
10 Participants from same organisation	20%	Rs 13,600/-	Rs 136,000

PAYMENT LINK:

<https://rzp.io/l/WU20nwd9Ed>



PROGRAM DIRECTOR

Ms. Simantini Bhawsar

She is a freelance corporate trainer of international repute. She has over two decades of rich experience in authoring, delivering and facilitating leadership and soft skill training in India, Singapore, Philippines, Indonesia and Malaysia. She is Certified Instructional Designer, a Trainer Certified by Skills India and a Certified Nation Builder Trainer as well. Prior to being a trainer, she has about 10 years of industry experience in Finance, Human Resources, Learning and Development and Training. She is an alumna of the prestigious Symbiosis Institute of Business Management, Pune where she did her MBA and is a Gold Medalist of the Pune University.



PROGRAM MENTORS

Dr. Rita Rangnekar

Dr. Rita is Faculty and Corporate Trainer in HR, Behavioral & Soft Skills at ICFAI Business School Mumbai. She has 35 years of experience & expertise in L&D Strategy, Institution Building, MDP & Academic Branding. She was Dean- Institution-Building at IBS Mumbai from September 2017 to August 31, 2023. She received the Best Faculty Award for Institution Building at IBS Mumbai in 2013 and 2017. She designs and delivers unique FDPs for B-Schools and Degree College Faculty.



Mr. Sukreet Shome

He has 26 years of experience, including 18 in leadership roles, has worked with renowned organizations like Hutchison Telecom, HDFC Bank, Deutsche Bank, Aviva, and Reliance Communications. An IIM Shillong alumnus, KPMG-certified Instructional Design Practitioner, and IBM-certified Design Thinking Practitioner, he is a sales and leadership coach. As an ISTD life member and elected committee member of ISTD Kolkata, Sukreet designs and conducts impactful training programs across industries like BFSI, manufacturing, FMCG, and education.



Mr. Rahul Bose

Mr. Rahul Bose is a seasoned Learning and Development Professional with a keen underpinning industry background at BHEL and Tata Steel. The upgraded technical training facility at Tata Steel in collaboration with Hoogovens (now Tata Corus) Holland. He has worked in India, Asia Pac, and Global roles. Managed learning budgets deploying major training initiatives, leading to winning business and deals.



Dr. Yugal J. Rayalu

Retired Head of the Vocational Department, Dharmapeth M.P.D.M. Science college, Nagpur. He is a Motivator Educator and Trainer. Delivered motivational lecture in every college of Nagpur. Was on the panel of guest trainer for Academic Staff Colleges of Nagpur University, Amravati University and Dr. Ambedkar Marathwada University for five years. Received Maharashtra State best teacher awardee in 2010 and also IMA, Nagpur's best adolescent educator award in 2012.



Dr. S. Anand Reddy

He is a seasoned HR professional with over 18 years of enriching experience in Learning and Organizational Development across diverse industries. Passionate about empowering individuals and organizations to unleash their full potential, thrives on guiding professionals towards achieving their goals through coaching and transformative leadership. Currently at Hetero Responsible for driving learning strategies and initiatives to foster a culture of continuous growth and development across the organization.

