

COURSE CONTENT

CT 1: Plan Adult Learning

- Fundamentals of Adult Learning and Training
- Principles of Adult Learning
- Competent Trainer's and Characteristics
- Ethics Guide for Trainers

CT 2: Conduct Training Needs Analysis (TNA)

- Overview of Training Needs Analysis (TNA)
- TNA Methods
- Competency Gap Analysis
- Outcomes of Training Needs Analysis

CT 3: Design Competency Based Training Programme

- Programme Requirements
- Training Resource Development Training Design Development

CT 4: Conduct Competency Based Training

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

CT 5: Assess Participants' Competence

- Introduction to Competency-based
- Assessment

Practical Assessment

- 15 minutes each participant on topic of their choice



**HRD CORP TTT
CERTIFIED
TRAINER**



**HRD CORP
TTT
ACCREDITED
TRAINER**



TRAINER PROFILE

AHMAD FAUZAN BIN OTHMAN



Ahmad Fauzan bin Othman is an award winning Malaysian trainer, author, and entrepreneur. On social media, he is known as "The Idea Sensei" for his Japanese education background and for founding the highly sought-after HRD Corp Train-TheTrainer Certification Course training provider and publishing firm Access Ideas (M) Sdn. Bhd. His journey in the training world has been anything but inspirational. He started teaching basic Japanese language to his fellow colleagues voluntarily after working hours and found joy in developing others. He then pursued a career shift and landed a job as a Training Consultant and worked his way up, eventually leading to his colourful portfolio as a full-time freelance trainer, TTT Lead Trainer, and a successful training business owner. It is with these real-life experiences that he has inspired, mentored, and coached more than a thousand local and international trainers to realise their true potential. In 2023, Fauzan won the prestigious HRD Award under Trainer category for the Central Region. He is truly the embodiment of a trainer's trainer!

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