

# DESIGNING AND DELIVERING EFFECTIVE TRAINING PROGRAMS



## A Certificate Program by TVRLS

Weekend Virtual Program.

Program commences on December 5, 2026

# About the Program

**The only thing worse than training employees and losing them is to not train them and keep them”**

- Zig Ziglar

People remain the greatest asset and biggest competitive advantage for any business. One of the most effective ways of driving performance is to ensure your organisation has the right skills and capabilities. The best way to ensure that people contribute is to craft appropriate training programs to address specific business and task challenges.

Meaningful and logically designed training modules will not only keep the participants engaged but also provide the maximum advantage

In this Certificate program, we look at why training needs identification, training design and delivery are such crucial capabilities for trainers.

## Certification

Certificate of professional competence will be awarded upon fulfilment of the following criteria:

1

**Attending all the 4 Virtual Classrooms**

2

**Completion of Presentations**

Idea Board Presentations by the participant

3

**Submission of the Project work**

Project Work Submission-Designing and Facilitating a training program

## INVESTMENTS

- INR 32,000 per participant + 18% GST
- The course fee for International Participants' is US\$ 600

## PROGRAM DATES

Virtual Classroom (Zoom)

December 5, 6, 12, 13

Saturday: 09.00 am to 01.00 pm (4 hours)

Sunday: 09.00 am to 12.00 PM (3 hours)

# Program Objectives

This Certificate Program aims to impart conceptual knowledge and practical skills on designing and delivering effective training programs with the following objectives:

**1** This program will cover conceptual inputs on:

- Steps in designing Training programs
- Trainer to Facilitator-The transition
- Methodologies to establish Training Effectiveness
- Best and Next practices in training

**2** This program will equip you with the skills to:

- Choose the right methodologies and tools while designing Training programs
- Design the program
- Enhance Facilitation skills
- Evaluate the effectiveness of the program and establish the ROI of the training (Level 1 and Level 2 effectiveness and impact)

This Program Has Been Specially Designed For

Line Managers

In-House Trainers

L&D Managers and HR Professionals

Professionals who lead training effort (Quality, Retail Professionals, etc.)

Experienced trainers who would like to explore new approaches to training

# Program Structure

16 hours classroom training conducted through 4 virtual classes of 4 hours each.

## MODULE 1

### Designing Effective Training Programs

- Techniques for Ice breaking and getting started right (Micro lab)
- Steps in designing a training program (start, main body and conclusion)
- Experiencing a Program-One piece Flow
- Steps for identifying TNI
- ADDIE Model
- Learning Styles (Adult Learning)

## MODULE 2

### Enhanced facilitation skills

- Tips for effective Facilitation
- Mock presentations
- Techniques for answering questions
- Managing difficult participants
- Designing workbooks and manuals for participants

## MODULE 3

### Establishing Effectiveness of Training Programs

- Kirkpatrick Model
- Identifying training effectiveness-Level 1 and Level 2
- Ensuring continuous learning post-training
- Establishing ROI on training

## PROGRAM MATERIAL

- Manual on Designing and Delivering Training Programs

# The TVRLS Advantage

1

Pioneer in the Country in 360 Degree Feedback & ADCs

2

Value-based solutions, which are business-driven and derived from organisational experiences.

3

Research-driven approach. Only Consulting Firm with its own publications, manuals and books focused on knowledge and learning. (HRD Audit, PMS and 360 Degree, etc.)

4

Passionate team of consultants from reputable institutes, IIMA, XLRI, NMIMS, with diverse backgrounds: Engineering, Marketing, Psychology and HR

5

Extensive experience of having worked with a variety of organizations including leading business houses in the country

6

Trademarked methodologies & Instruments (Psychometric Instruments, RSDQ Model of Leadership, HRD Audit 2500™ Scorecard, RSBCM method for Competency Mapping)

# Other Programs by TVRLS

## Certificate Programs

1. Competency Mapping and It's Effective Deployment
2. Designing & Implementing Assessment Development Centres
3. Strategic Performance Management Systems
4. Psychometric Testing
5. HRD Audit 2500™ Points

## Workshops

1. Competency-Based Interviewing with focus on BEI
2. Creating Individual Development Plans
3. Culture Building
4. Self-Discovery
5. Introduction to Coaching
6. Effective Mentoring
7. Design Thinking
8. Workplace Psychology
9. Working with Gen Z

Celebrating **30** Years of Consulting in the areas of 360 Degree Feedback System, Assessment Development Centres, Performance Management System, Competency Mapping, HRD Audit & Scorecard and other customised management development programs

## Contact Us At

tvrls@tvrao.com or Call us at 91-9741814473

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