

Vernon Campus
4400 College Drive
Vernon, TX 76384
940.552.6291

Century City Center
4105 Maplewood Ave.
Wichita Falls, TX 76308
940.696.8752

Skills Training Center
2813 Central Expressway E
Wichita Falls, TX 76302 940.766.3369

Seymour Learning Center
200 Stadium Drive
Seymour, TX 76380
940.889.3133

Train the Trainer

Cost: \$825.00 includes Course Book

Classes will be conducted via Zoom.us

Vernon College Continuing Education

Contact Tina Duke @ 940-689-3714 or tduke@vernoncollege.edu

**Instructor: Don Swift, Black Belt, C.Q.I.A., C.Q.A., Consultant in
Quality Management Strategies, Systems, and Standards and
Human Resources Consultant**

DSA
Don Swift and Associates, LLC
The Human Side of Quality

Who should attend? Managers, Supervisors, Team Leaders, and Trainers

The Train the Trainer course materials cover:

- **Understanding Training and Facilitation**
- **Gathering Materials**
- **Creating the Lesson Plan**
- **Choosing Activities**
- **Preparing for the Workshop**
- **Getting Off on the Right Foot**
- **Delivery Tips and Tricks**
- **Keeping It Interactive**
- **Dealing with Difficult Participants**
- **Tackling Tough Topics**

A certificate of completion will be awarded upon completion of the course.