

Train the Trainer

A web-based seminar

Wednesday, February 10th, 2010, 1:30 PM–3:30 PM Central



Program Content:

A must attend for those involved in training.

Spend two hours learning the trade secrets of successful training programs. In the course of training over quarter of a million business people, ITS has honed in on how to produce successful programs that inform, entertain, and are retained. Get tips on analyzing training needs ... designing or hiring training programs that fit your audience ... creating attention demanding visuals ... becoming a better presenter, and more. Come ready to learn, and leave with the tools and enthusiasm needed to improve your current training program.

Covered Topics:

- Program Design
- Techniques for increasing learner retention
- Overcoming audience resistance
- Delivery that is tuned in, not out
- Uncovering your group's true training needs
- Professional Tips
- Produce affordable, quality visual aids
- Convincing the top of the vital importance of training
- Hidden resources that can stretch training dollars
- Knowing when to hire out or produce in-house
- Using group learning to enhance interest on a dull or dry topic
- Welcoming candid and honest evaluations

Put Punch Into the Presentation:

- Overcoming unfounded fear
- Self-confidence accelerators
- Essential communication skills
- Polishing your voice
- Body language: the hidden communicator
- Projecting a positive image
- Organizing your presentation
- Humor -- pros and cons
- Rehearse, rehearse, rehearse
- Ongoing learning and improvement

Presenter:

Janice Branch has been a senior training consultant for InterAction Training Systems (ITS) for fifteen years. .

Janice is certified by the University of Houston in Leadership and Management. She is currently completing a course of study with the William Glasser Institute and will obtain certification in Reality Therapy.

A native Texan she enjoys many pursuits in addition to teaching and learning but none more than being a grandmother and tending to her ten acre home in Montgomery, Texas-north of Houston.

Who Should Attend:

Training directors, their assistants, human resource personnel, and others who want to learn how to better assess training needs, produce cost effective materials, and develop targeted programs that meet -- even exceed -- the organization's goals.

Cancellation Policy:

Refunds will be given only for cancellations received in written form 3 business days prior to the program. If your bank is unable to participate after registering, you can also select to receive an audio CD plus a special password to see the information online of the seminar at no additional charge.

If you are unable to attend the webinar but would like to have this information for training purposes, you may also purchase an audio CD, handout materials and a password to view the information online.

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Bank: _____

Address: _____

City/State/Zip: _____

Phone: _____

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**Please include an email address as this is how your webinar materials will be delivered to you.*

Please check one of the following:

- | | |
|---|-------------------|
| <input type="checkbox"/> Website "seat" | \$255 member rate |
| <input type="checkbox"/> Additional "seat" for a branch | \$150 member rate |
| <input type="checkbox"/> Only audio CD and materials | \$255 member rate |
| <input type="checkbox"/> Web connection and audio CD plus materials | \$375 member rate |

Ways to Register:

ONLINE: www.alabamabankers.org

FAX: 800-831-3776

PHONE: 800-831-0678

MAIL: Total Training Solutions
P.O. Box 310
Waunakee, WI 53597

Method of Payment:

- Please invoice our bank
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