



## TRAINING OF TRAINERS KNOWLEDGE (TOT-K)

(Course information)

### Introduction

ToT-K is the second course in a training path for trainers. This is a two-week face to face training course. The training requires full time attendance and active participation of all the participants.

This course is to provide training institutions with highly skilled, creative trainers capable of planning, delivering and evaluating individual training sessions.

### Course goals

**At the end of course, participants will be able to:**

- ✓ Share training experiences since ToT-Skills
- ✓ Reinforce a concept of good technical instruction
- ✓ Analyze lessons and design training activities for underlying facts, concepts, procedures, processes and principles
- ✓ Utilize a variety of knowledge and performance evaluation techniques
- ✓ Develop valid, powerful and reliable test items
- ✓ Form internal beliefs about the design and purpose of marking systems
- ✓ Design creative training sessions that increase learner activity
- ✓ Demonstrate mastery of common forms of visual media used in training
- ✓ Deliver knowledge-based training sessions that actively involve the learner

### Who will benefit

Trainers, potential trainers, instructors of training institutions who have successfully passed ToT-Skills and have demonstrated adequate performance during instructional supervision since ToT-S.

### Areas covered

The following areas are specifically address in the course.

- ✓ Teach knowledge
- ✓ Evaluate instruction
- ✓ Visualize information
- ✓ Use learner-active teaching methodology

### General information

The course language will be in English. Instructional materials provided are also in English.

The TTTRC will award certificates to those participants who successfully complete the training.

### About TTTRC

The overall objective of the TTTRC is to be:

Center of Excellence for TVET Research and Human Resource Development for the National TVET system.

The TTTRC is mandated to carry out the following:

- Cater to the professional development, skills training, and qualification upgradation of all TVET trainers and those involved in the national TVET system;
- Serve as a resource center for all types of research and development activities in TVET;
- Ensure effective linkages and liaisoning with industries;
- Promote institutional linkages with similar regional and international TVET institutions;
- Become a model institute catering professional services at par with the regional and international institutions.
- Facilitate and coordinate the development of curriculum for new training programmes, as per the relevancy and national standards.
- Facilitate & coordinate the review & revision of curriculum for various VET programmes as demanded by the market.
- Train the Trainers of the VET training institutes and other training providers through various methodologies adopted in the teaching learning activities.
- Oversee the development of instructional materials, manuals, Learning Management system (LMS) and brochures.

*For further inquiries, please contact:*

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