

Friesen, Kaye and Associates



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The Experts in Knowledge Transfer
and Workplace Performance

CTT+ Classroom Trainer Boot Camp

CompTIA CTT+ (Certified Technical Trainer) Classroom Trainer certification gives you the edge you need in today's highly competitive workplace learning environment. This vendor-neutral certification validates your expertise as either a classroom or online instructor. FKA's CTT+ Classroom Trainer programs along with the online exam simulator will prepare you to pass CompTIA's CTT+ written knowledge and performance exams. Working with FKA's highly skilled and CTT+ certified instructors, you will build the skills and techniques you need to be an outstanding instructor.

FKA's Five-Day CTT+ Boot Camp is designed to prepare trainers—inexperienced with an interactive delivery approach—prepare for the CTT+ performance and written examinations. The program includes all the components of FKA's three-day CTT+ workshop plus two extra intensive days focusing on the theory and practice of 'core instructional competencies'. This program is specifically designed for individuals with less than two years' classroom experience, or no formal training in facilitating interactive learning programs.

Who Should Attend?

- Relatively new instructors or instructors who have never participated in any formal train-the-trainer program.

10 Reasons to Choose FKA for CompTIA CTT+ Certification Prep

1. FKA is a CompTIA CTT+ Authorized Partner.
2. FKA was first to market and is still the leader in training more CTT+ candidates than any other vendor.
3. FKA's learners have a 95% success rate in achieving CompTIA's CTT+ Classroom Trainer and CTT+ Virtual Classroom Trainer certification.
4. Learn from CompTIA CTT+ certified classroom and virtual instructors trained in CompTIA's performance-based exam scoring process.
5. FKA guarantees you'll pass the performance-based exam.
6. Get a free 30-day subscription to FKA's award winning CTT+ Essentials Exam Simulator.
7. The maximum enrollment of 8 participants allows more one-on-one time with your FKA instructor.
8. Get help with the documents and process for submitting your performance recording.
9. FKA is a cornerstone committee member of CTT+ and CompTIA Steering Council member.
10. FKA has been an expert in workplace instruction and certifying instructors for over 50 years.

"I successfully passed the written and video test. The FKA facilitator did a great job with us and I couldn't have done any of it without his coaching. You guys have run a great program, thanks for everything." J. Goldblatt, Manhattan Associates, Inc.

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Objectives

Upon successful completion of this five day program, you will be able to:

- Integrate the principles of adult learning into course delivery.
- Use learner-centered lesson objectives.
- Conduct application activities to confirm the achievement of lesson objectives.
- Apply the Systematic Learning Process to course delivery.
- Apply motivational strategies during training.
- Implement a variety of presentation methods.
- Use questions to draw on learners' knowledge and experience.
- Respond to learners' questions using four different methods.
- Use instructional media to clarify content and maximize retention.
- Incorporate relevant examples.
- Test for understanding using questioning techniques.
- Give and receive constructive feedback.
- Demonstrate effective verbal and non-verbal behavior.
- Improve delivery skills through application and feedback.
- Plan continued self-development as an instructor.
- Demonstrate the CTT+ objectives in your recorded lesson.
- Answer a variety of multiple-choice questions similar to those on the CompTIA CTT+ Essentials TK0-201 computer-based exam.
- Complete a "best effort" recording to submit for CompTIA CTT+ TK0-202 Classroom performance-based exam.
- Complete the necessary documentation or paperwork for the CompTIA CTT+ TK0-202 Classroom performance-based exam.

Agenda

Day One

- Welcome and Introductory Activities
- Adult Learning Principles
- Lesson Objectives
- Systematic Learning Process
- Motivation
- Preparation
- Practice presentation and feedback

Day Two

- Review
- Information Transfer
 - Conducting demonstrations
 - Asking questions
 - Handling learners' questions
 - Using visuals
 - Incorporating relevant examples
- Test for Understanding
- Preparation
- Practice presentation and feedback

Day Three

- Review
- CTT+ Performance Recording - Review of Scoring Guide and Establishment of Ground Rules for Recording
- Performance Recording
- CTT+ Examination Preparation

Day Four

- Review
- Continue CTT+ Performance Recording
- CTT+ Examination Preparation

Day Five

- Review
- Continue CTT+ Performance Recording
- CTT+ Examination Preparation
- Complete Performance Submission Forms



