

DESIGN TRAINING?

VIRTUAL INSTRUCTIONAL DESIGNER/DEVELOPER

Instructional Design for the Virtual Trainer (5 credits)

PLUS
your choice from the following:

Blended Learning (2 credits)

Evaluation of Training (3 credits)

From Traditional to Virtual Classroom (3 credits)

How Adults Learn (2 credits)

Maximizing Engagement in the Virtual Classroom (3 credits)

Project Management for Trainers (2 credits)

Training Needs Analysis (3 credits)

Training Needs Analysis – e-learning module (1 credit)

Writing Skills for Trainers – self-study kit (1 credit)

INSTRUCTIONAL DESIGNER/DEVELOPER

Instructional Design for New Designers (5 credits)

and/or

Advanced Instructional Design (3 credits)

PLUS
your choice from the following:

Blended Learning (2 credits)

Evaluation of Training (3 credits)

How Adults Learn (2 credits)

New Trainer's Survival Skills (5 credits)

Project Management for Trainers (2 credits)

Rapid Training Design (3 credits)

Training Needs Analysis (3 credits)

Training Needs Analysis – e-learning module (1 credit)

Writing Skills for Trainers – self-study kit (1 credit)

E-LEARNING SPECIALIST

Instructional Design for e-Learning (3 credits)

and

Interactive e-Learning (2 credits)

PLUS
your choice from the following:

Blended Learning (2 credits)

Evaluation of Training (3 credits)

How Adults Learn (2 credits)

Project Management for Trainers (2 credits)

Training Needs Analysis (3 credits)

Training Needs Analysis – e-learning module (1 credit)

Writing Skills for Trainers – self-study kit (1 credit)



YOUR PATH TO CERTIFICATION!
HERE'S HOW TO GET STARTED:

1. Choose a certification track that represents your training role or interest.
2. Register for the **mandatory** workshop(s) from those listed at the top of each track.
3. Register for additional workshops within the track to achieve a total of **8 credits**.
(Note: workshops with a icon are offered live online. All other workshops are offered in person.)
4. Receive your **Level 1** certification.
5. Register for additional workshops to achieve your **Level 2 (16 credits)** and **Level 3 (24 credits)** certifications.

MANAGE TRAINING (OR DO IT ALL)?

TRAINING MANAGER/DIRECTOR

The Successful Training Manager (3 credits)

PLUS
your choice from the following:

Blended Learning (2 credits)

Consulting Skills for Trainers (3 credits)

Evaluation of Training (3 credits)

Facilitation Skills for New Facilitators (3 credits)

From Traditional to Virtual Classroom (3 credits)

How to Influence People and Events (3 credits)

Interactive e-Learning (2 credits)

Maximizing Engagement in the Virtual Classroom (3 credits)

Professional Presentation Skills (3 credits)

Project Management for Trainers (2 credits)

PERFORMANCE CONSULTANT

Consulting Skills for Trainers (3 credits)

PLUS
your choice from the following:

Evaluation of Training (3 credits)

Facilitation Skills for New Facilitators (3 credits)

How to Influence People and Events (3 credits)

Professional Presentation Skills (3 credits)

Project Management for Trainers (2 credits)

Training Needs Analysis (3 credits)

Training Needs Analysis – e-learning module (1 credit)

Writing Skills for Trainers – self-study kit (1 credit)

DELIVER TRAINING?

VIRTUAL INSTRUCTOR/FACILITATOR

The Virtual Trainer (5 credits)

PLUS
your choice from the following:

How Adults Learn (2 credits)

Maximizing Engagement in the Virtual Classroom (3 credits)

The Virtual Classroom Producer (3 credits)

INSTRUCTOR/FACILITATOR

Instructional Techniques for New Instructors (5 credits)

and/or

Advanced Instructional Techniques (3 credits)

PLUS
your choice from the following:

How Adults Learn (2 credits)

New Trainer's Survival Skills (5 credits)

A total of 8 credits achieved through any workshop combination of your choosing.

LEVEL 2: MASTER TRAINER CERTIFICATION
(requires a total of 16 credits from any track)

LEVEL 3: TRAINING & DEVELOPMENT DIPLOMA
(requires a total of 24 credits from any track)