

“TRAIN THE TRAINER” - SEMINAR
CERTIFIED TRAINING SEMINAR BY DIHK / GIC/AHK VIETNAM

OBJECTIVE

Achieving required standards of the dual vocational training for the apprentices needs to have a respective team of qualified teachers. If your company wants to build up a dual vocational training program based on German DIHK-Standards, give your trainers as well as the HR-staff the chance to participate in the “Train the Trainer” seminar, organized by GIC/AHK Vietnam. All necessary pedagogical knowledge and skills with practice-oriented exercises will help your staffs to increase their competence as a trainer. In this seminar, the participants will learn to optimize the vocational training process. After passing the theoretical and practical examination the participants will become certified trainers by the DIHK/GIC/AHK Vietnam.

INFORMATION ON THE SEMINAR

DATE:	Self-study:	14 th – 18 th August 2017
	Lecture in classrooms:	21 st – 25 th August 2017
	Preparation for exam:	26 th – 27 th August 2017
	Theoretical and practical exam:	28 th August 2017
DURATION:	90 hours in total	
LOCATION:	GIC/AHK Vietnam Office Somerset Chancellor Court, 5 th Floor, 21-23 Nguyen Thi Minh Khai, Dist. 1, HCMC	
LANGUAGE:	Vietnamese	
CERTIFICATE:	DIHK / GIC/AHK Vietnam Certificate	
TARGET GROUP:	In-company trainer and HR-staff	
SEMINAR FEE:	600 Euro / Person	
REGISTRATION DEADLINE:	5 th August 2017	

KEY CONTENT

Area of Activity 1 - Apprenticeship requirement and planning of vocational training

- Legal and operational framework of workplace training
- How to plan and organize in-company training

Area of Activity 2 - Preparation for the vocational training and the appointing of new apprentices

- Procedures for selection of apprentices
- Assessment of interviews

Area of Activity 3 - Conduct of vocational training

- Training methods
- How to promote social and personal development of apprentices
- Evaluation of performance and tests
- Promotion of intercultural competence

Area of Activity 4 - Examination and certification of vocational training

- Preparation of final exam
- Creation of certificates

For more information on the seminar please contact:

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