

# Train the Trainer

## International Full Version

### Train with German Standard

Skilled trainers create competent and confident employees. Investing in training the trainer is investing in the success of your organisation. Unlock the full potential of your team with our hybrid 'Train the Trainer' programme, in German called „Ausbildung der Ausbilder – International“.

It is designed specifically for busy professionals in Hong Kong and combines the convenience of online learning with the impact of in-person workshops. Start with online sessions every Thursday in August, enhanced by self-study units and supported by our state-of-the-art Learning Management Platform. Continue in September with in-depth face-to-face lessons.

#### Why You Should Enrol

##### **Interactive Application-Oriented**

**Content:** Learn to craft, execute, and assess trainings that align with your organisation's objectives.

##### **Practical and Flexible Learning**

**Structure:** The mix of self-directed online learning and intensive on-site workshops allows you to dive deep into the subject while tending to your professional duties.

##### **International Recognition and**

**Career Advancement:** With the certification you demonstrate your ability to operate at an international level and set a strong signal for your professional development.

#### Who is the AdA for:

This training is particularly beneficial for Dual Professional System training companies, ensuring they maintain the highest standards in vocational education. In Germany, all companies training young professionals are required to have AdA certification. Thus, we are excited to finally offer this training and certification locally.

#### Teaching Style

**Online Phase:** Every Thursday in August, 3 hours each, supplemented by self-study units the Learning Management Platform.

**Digital Learning Platform:** Access to all course materials that you can work through at your own pace.

**On-site Phase:** Five full days in September in Hong Kong.

**Interactive Seminars:** Engaging learning sessions with case studies, group discussions, and project work, aimed at immediate practical application.

*“The educated man is the one who learns to learn.”*  
**Carl Rogers, psychologist and educator**

#### Course Details

Course Style	<b>Hybrid</b> 5 online days 5 on-site days
Duration	80 Learning Hours 10 instruction days + examination
Instruction Method	Digital learning platform, Interactive seminar
Certification	Globally recognised certification from GIC and DIHK that validates your skills and commitment to professional excellence
Cost	23.000 Early Bird 25.000 Standard *Inquire About Group Ticket
Date	Online: Every Thursday in August On-Site: Late September

# Content

## Train the Trainer – International Full Version

### Module 1: The Foundation for Success

- Discover the benefits of dual vocational training.
- Learn how to navigate and comply with the legal framework in Germany and Hong Kong
- Understand the particulars of the vocational training system unique to Germany.
- Evaluate your company's preparedness to implement dual training systems effectively.
- Master the art of coordinating with stakeholders to optimise the impacts of your training.

### Module 2: Prepare for Impact

- Craft training plans and learning locations.
- Strengthen your network by working alongside partners and maximise training efficiency.
- Learn the secrets to selecting the most suitable trainees.
- Understand the importance of precise training agreements and maintaining thorough documentation.
- Explore and leverage international training opportunities to stay competitive and innovative.

### Module 3: Excellence in Execution

- Create an environment that encourages growth and motivation.
- Plan and implement an effective probation period to ensure best adjustment and performance.
- Develop specific on-job tasks catering to learning needs and maximise trainee engagement.
- Select and utilise the most effective training methods tailored to each trainee and situation.
- Address learning difficulties, provide additional training, and foster personal development.
- Equip yourself to identify, manage, and resolve conflicts.

### Module 4: The Finish Line

- Implement methods to evaluate performance, ensuring readiness for final assessments.
- Thoroughly prepare trainees for their final exams with targeted strategies and insights.
- Simplify the process of exam registration for trainees, ensuring a smooth conclusion to the training period.
- Clarify the complexities of certifications to advance trainees' careers.
- Guide trainees on exploring further training opportunities and career advancements post-certification.



Challenge your understanding with a 160-minute written exam featuring case-related questions and multiple-choice formats, followed by a 30-minute practical exam to demonstrate real-world skills.



Secure a **globally recognised certificate that adheres to German standards**, improving your professional appeal and paving the way for international opportunities.

## Secure your Early Bird Ticket Now!



German Industry  
and Commerce Ltd.  
德國工商會有限公司

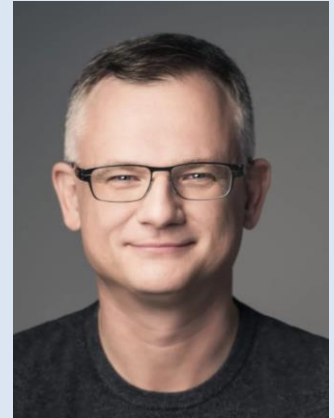
# Testimonials

## Ausbildung der Ausbilder – International Full Version

### Meet your trainer

Dr. Daniel Büttner brings over two decades of experience in vocational training and development. Since 2007, he has been a Corporate Learning Consultant, using his expertise from a PhD in Business Education from Humboldt University to improve education strategies for companies. As a founder, Dr. Büttner dedicates his experience to fostering organisational development and employee empowerment through strategic training and consulting.

As a specialist in international training, he has extensive experience in India, Indonesia, Kenya, Namibia, Nigeria, North Macedonia, Russia, South Africa, the USA and Vietnam.



For four years, Daniel Büttner has been a competent and reliable partner for the dual training system in Kenya. His training of trainers courses (ToT / AdA-international) were a highlight for all involved; his expertise and empathy were the basis for their success. He managed to turn our team into perfect trainers, and we can now look back on 400 successful AdA graduates in Kenya.

**- Bruno Backes, AHK Kenya**

Dr. Büttner was responsible for conducting six train-the-trainer courses according to German standards – AdA International, as well as two examiner trainings. All trainings, whether with a physical presence or online, were implemented competently and efficiently, and to the satisfaction of the training participants and the organisers.

**- Dejan Chupovski, AHK North Macedonia:**



Don't miss this opportunity to elevate your training capabilities.

Enrol now and be part of a new generation of certified trainers making a difference.

### Contact

Ursula Klingenberg  
Chief Operating Officer  
German Industry and Commerce Ltd.

Website: [www.hongkong.ahk.de](http://www.hongkong.ahk.de)  
Email: [klingenberg.ursula@hongkong.ahk.de](mailto:klingenberg.ursula@hongkong.ahk.de)  
Phone: +852 2532 123