



Train-the-Trainer Level 1

Pre-Program Engagement Video

Prosci[®]

PEOPLE. CHANGE. RESULTS.™

Role of a Program Advisor



In Program Support

Support the Master Instructor during the Train-the-Trainer program

Post Program Support

Support you in your preparation to facilitate Prosci programs

Coaching

The Program Advisor team is a safe audience who have helped hundreds of instructors

Questions

Questions on content, facilitation, program preparation, resources, program design, etc.

Training Program Portfolio: TTT Level 1



Taking Charge of Change

Build awareness, socialize the language of change management



Leading Your Team Through Change

Build competency and effectively lead employees through change (CLARC)



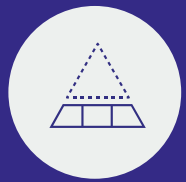
Employee Orientation

Adopt and engage with change to become proactive change agents



Delivering Project Results Workshop

Explore importance of change management partnership in meeting project objectives



Taking Charge of Change

~6 hours

\$225/material set

This program provides participants with an understanding of the fundamental concepts and organizational benefits of effective change management. The program applies five tenets of change management to a specific project or change initiative to build awareness and desire for change management

Who is This Course For?

- Senior leadership evaluation how change management can benefit their organization
- High-potential leaders that need a better understanding of change management
- Key stakeholder groups that are impacted by significant organizational changes
- Change agents who need to understand fundamental concepts
- Project teams that need to understand what it means to apply change management

Learning Objectives

- Establish a shared definition of change management and how it impacts organizational outcomes
- Understand the value of change management
- Learn and apply the five tenets of change to an initiative
- Develop a “commitment to action” plan

Agenda

- What is change management?
- Tenet 1: We change for a reason
- Tenet 2: Organizational change requires individual change
- Tenet 3: Organizational outcomes are the collective result of individual change
- Tenet 4: Change management is an enabling framework
- Tenet 5: We apply change management to realize the benefits of change
- Action items and next steps



Leading Your Team Through Change

~6 hours
\$350/material set

This program equips managers with the skills to address barriers to change and lead their teams proactively to a future state with improved organizational results. This program defines their role in change and provides managers with the practical framework and toolset they need to be effective change leaders.

Who is This Course For?

- Front-line supervisors through to senior directors
- People managers with direct reports

Learning Objectives

- Understand foundational aspects of change management and the critical role managers play in the change process
- Gain an appreciation for the impact of change management on organizational results
- Learn a practical framework for processing the many changes that impact them
- Understand how to apply the ADKAR Model to facilitate individual change and identify reasons for employee resistance
- Create action plans to move employees past barrier points

Agenda

- Part 1:
 - How change management impacts organizational results
 - The process for leading people through change
 - Key concepts in change management
 - Prosci ADKAR Model
- Part 2:
 - Introducing change to employees
 - Facilitating employees through the change transition
 - Identifying and managing resistance



Employee Orientation

~5 hours
\$95/material set

This program gives employees the ability to process changes that are impacting them. This program equips front-line employees with the framework and skills to lead themselves through change and transform their organization from a culture of resistance to a culture of resilience.

Who is This Course For?

- Employees who are being impacted by change.
- It is most effective when employees impacted by the same changes can attend the program together.

Learning Objectives

- Evaluate a current change in their jobs to understand and internalize learning
- Learn how to use the Prosci ADKAR Model to identify their points of resistance
- Discover how to communicate about a change in a way that is productive and proactive
- Create proactive strategies for overcoming their own resistance
- Become confident and empowered in the change process

Agenda

- Part 1:
 - Understanding change as a process
 - Exploring organizational change history
 - Breaking down resistance to change
- Part 2:
 - Unpacking emotional reactions to change
 - Learning the Prosci ADKAR Model
 - Developing an action plan



Delivering Project Results Workshop

~6 hours
\$225/material set

This results-oriented workshop helps project leaders understand the importance of change management in meeting their project's objectives opening the opportunity for more effective integration and partnership.

Who is This Course For?

- Project managers
- Intact project teams
- Project team members

Learning Objectives

- Create a common framework for engaging with change management practitioners
- Learn to identify when their project needs change management
- Understand how change management supports the adoption and usage of change initiatives
- Understand the connection between employee adoption and project results and outcomes

Agenda

- Defining change management within the context of a project, including intent, objectives, scope, workstreams, milestones, deliverables and timelines
- Integrating project management and change management for people, processes and tools
- Analyzing the cost-benefit comparison of change management
- Examining the payoff of change management

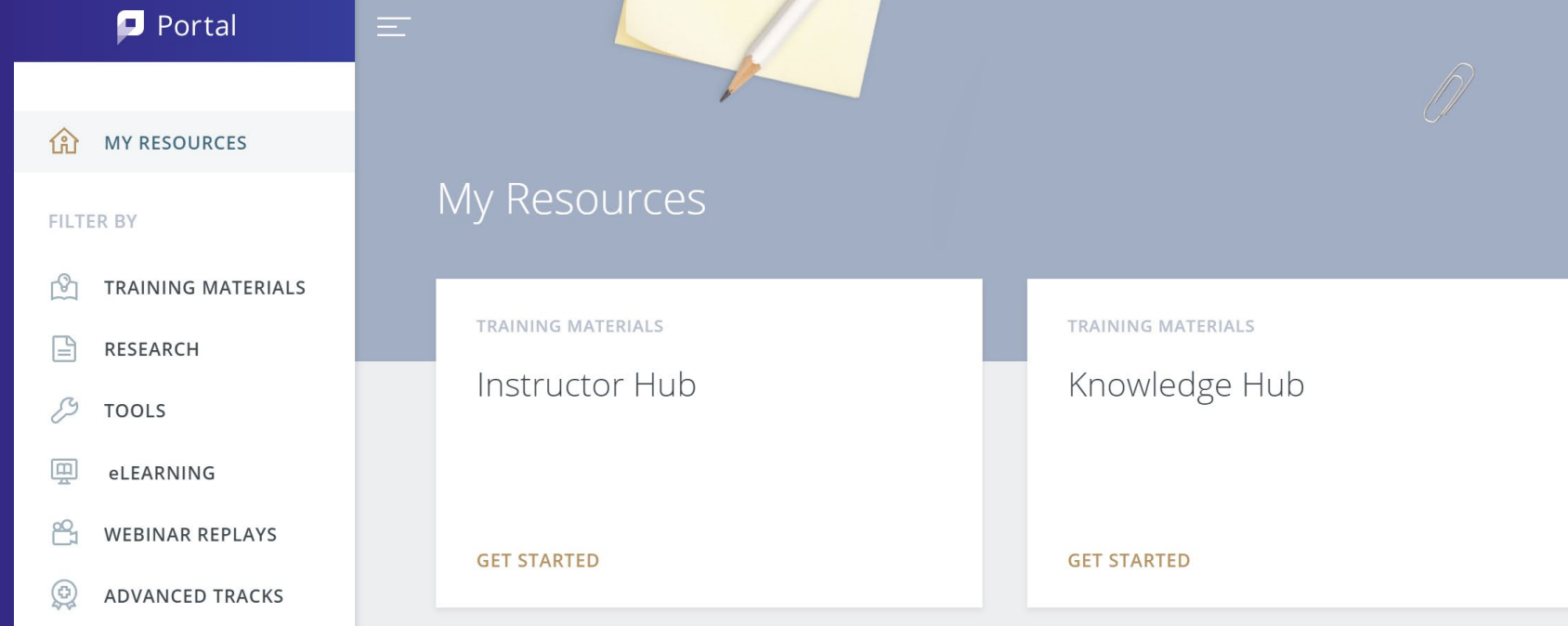
What if I don't know what I'm going to teach?

- Connect with your manager or leader to understand their desired organizational outcomes
 - Once desired outcomes are known, revisit program portfolio descriptions
- Identify additional information needed to decide
- Pinpoint constraints like budget, time available for preparation, key dates and milestones, etc.
- Seek advice from a Program Advisor

Knowledge Hub contains the resources you need as a TTT participant

Instructor Hub contains all the resources you need to facilitate Prosci programs

Research Hub contains *Best Practices in Change Management* – 11th Edition



- Knowledge Hub:
 - A single point of access to content and resources related to a specific Prosci training program or learning experience.
- Instructor Hub:
 - A single point of access to facilitation guidance and materials to deliver Prosci training programs.

Train-the-Trainer Rewards Program



Adventurer
1 program

Digital badge /
badge sticker



Explorer
3 programs

Digital badge /
badge sticker



Prosci fleece pullover



Pathfinder
5 programs

Digital badge /
badge sticker



Prosci computer bag



Trailblazer
10 programs

Digital badge /
badge sticker



Rocketbook



Spotlight clicker



Globe Trotter
20 programs

Digital badge /
badge sticker



\$5,000 USD credit to
Prosci program or product

Next Steps



Think about which program you will teach first



Download Resources for TTT Level 1



Come to the program prepared

