



# Train the Trainer

[Syllabus](#)

Updated: December 2025

## Training Overview

**In this training, participants will learn how to keep attention, drive retention, and turn learning into repeatable habits. Using a practical, psychology-informed toolkit, you'll build micro-trainings, run scenario practice, and deliver feedback that improves performance. Come ready to participate in fast drills and teach-backs.**

This training is designed for:

- Account Managers
- Team Leads
- Operations Managers

## Training Inclusions

- 3-hours of virtual, interactive content taught by an expert instructor with MSP training expertise
- Downloadable videos\* of the content you can watch on-demand at your convenience
- Downloadable slide decks, handouts and resources

## Learning Objectives

**Partners attending this training will learn how to:**

- Use short, focused training segments to connect the “why” to real work so people care and engage
- Capture attention in virtual settings with clear pacing, concise instruction, and frequent participant interaction
- Convert content into capability by structuring practice, prompting recall, and giving one clear improvement at a time
- Navigate difficult moments with non-judgmental observation, calm response, active listening, and explicit expectations
- Sustain new behaviors with simple reinforcement plans that show measurable improvement in day-to-day performance

\* Videos will either be recordings from your session or previously recorded material in which partner faces and voices have been removed. It is recommended to attend trainings live to receive the full benefits of interactive Q&A with the instructor and class participants.

## Training Topics

### Session 1: Foundations of Effective Training

- Why training is essential
- Foundations of training theory
- Modern learning and teaching models

### Session 3: Interactive Training Day 2

- Learn and practice using tools to:
  - Address difficult situations
  - Assist through proactive support
  - Amplify with reinforcement

### Session 2: Interactive Training Day 1

- Learn and practice using tools to:
  - Align and motivate
  - Capture and focus attention
  - File into long-term memory

## Meet the Instructor



**Josh Moree**  
Senior Executive Coach

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## Multitasking Myths

[The Myth of Multitasking - NeuroLeadership Institute](#)

## Cognitive Load Theory

[Cognitive Load Theory - John Sweller](#)

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