InsideTrack Training Visit
May 15 & 16, 2017

May 15

● ½ Day Skills Workshop for Coaches and Managers @ 8:30am - 12:30pm (Courtney facilitates):
  ○ Transparency
  ○ Active Listening
  ○ Engaging Objections

● Lunch

● ½ Day Train the Trainer Launch for Alicia and Eva @ 1:30pm - 5pm (Courtney facilitates)
  ○ Teach the skills necessary to move from Phase 1 to Phase 2 and 3 of the trainer’s development and preparation:
    ■ Phase 1 complete: Participate in new coach training as a trainee
    ■ Phase 2: Co-deliver content with InsideTrack trainer
    ■ Phase 3: Own content delivery and receive feedback from InsideTrack
  ○ Review sections of new coach training and facilitator’s guide; practice

May 16

● ½ Day Train the Trainer cont. for Alicia and Eva 8:30am - 12:30pm (Courtney facilitates)
  ○ Review sections of new coach training and facilitator’s guide; practice

● Lunch

● ½ Day Manager Workshop for Alicia, Eva, Flerida @ 1:30pm - 5pm (Courtney & Jenn facilitate)
  ○ Introduction to the Prosci Change Management Methodology: Why is change management important?
  ○ The 5 Elements of Change: Introducing the ADKAR model
  ○ Moving your team through change and working with resistance.
  ○ Reinforcing change through communication
  ○ Draft initial communication checklist