



TAP

THE TRAINING

ACCREDITATION PROGRAMME

TAP® Certified Trainer Skills Courses

TAP® IS A RECOGNISED PROVIDER OF TRAINER SKILLS QUALIFICATIONS.

TAP® is used by over 3,000 client organisations to upskill and qualify their trainers and training teams.

Founded in 1998, TAP® has a track-record in supporting businesses to achieve the highest level of capability and Quality Assured Learning & Development.

TAP® Features and Benefits

S	KILLS-BASED	practical skills that transfer immediately to the workplace
M	ODULAR	one to five day programmes that can lead to TAP Diplomas
A	SSESSABLE	delegates have to pass robust TAP assessments to prove learning
R	OLE-RELEVANT	22 individual TAP Certificates specific to individual's needs
T	IMELY	achievable over a short period of time, on demand

Skills Qualifications Framework

TYPICAL L&D ROLE TYPE	TAP.dip DIPLOMAS	TAP.cert CORE CERTIFICATES <small>All TAP certificates can be taken on a stand alone basis</small>		TAP.cert ELECTIVE CERTIFICATES <small>For Diplomas, choose any 2 further certificates (core or elective)</small>
TRAINER	LEARNING FACILITATION	TRAINING DELIVERY*	FACILITATION SKILLS	TRAINER-OF-CHOICE COACHING FOR PERFORMANCE
DESIGNER	LEARNING DESIGN	DESIGN AND EVALUATION*	DESIGNING WORKPLACE SUPPORT RESOURCES	ASSESSING TAP DESIGN ASSESSING TAP DELIVERY
DIGITAL SPECIALIST	DIGITAL LEARNING	ELEARNING DESIGN*	BLENDED LEARNING*	DIGITAL LEARNING STRATEGY* ONLINE FACILITATION SKILLS*
L&D CONSULTANT / BUSINESS PARTNER	L&D CONSULTANCY	L&D CONSULTANCY SKILLS	LEARNING NEEDS ANALYSIS*	NEXTGEN MANAGER ASSESSING TAP ELEARNING DESIGN
L&D MANAGER	L&D MANAGEMENT	MANAGING THE L&D FUNCTION	MANAGING LEARNING TRANSFER	ENGAGING PRESENTATIONS CREATING VISUAL IMPACT
GENERALIST	LEARNING & DEVELOPMENT	ANY 2 CORE MODULES		ARTICULATE STORYLINE ASSESSING TAP ONLINE FACILITATION

*Alternatives to classroom / blended classroom delivery options available. Please refer to course overview or contact us to discuss your requirements

ALL DIPLOMAS REQUIRE:

2 role-specified core certificates, plus any two further certificates (either core or electives). Completion of the Theoretical Basis of Learning online self-study certificate.
NB: Any further diplomas must comprise 2 additional role-specified core certificates, plus any two additional certificates (either core or electives) to qualify.

[CLICK HERE FOR DIPLOMA EXAMPLES](#)

For subject matter experts
FOUNDATION AWARDS

TRAINING DELIVERY | FACILITATION SKILLS | DESIGN & EVALUATION | L&D ADMINISTRATION

TAP.mdip
L&D MASTER DIPLOMA

REQUIRES:
Any full diploma, plus any 4 additional distinct certificates

Five Popular TAP® Certified Trainer Skills Courses

TRAINING DELIVERY SKILLS

Focusing on learning transfer rather than just presentation, the course offers a range of tools and tips for delivering training sessions that are interactive and engaging.

3-DAY FAST TRACK COURSE
for experienced trainers, or 5-day course for non-experienced trainers.

Available public schedule or either through a closed in- company programme

BLENDED LEARNING SKILLS

Valuable for those seeking to extend their capabilities beyond face-to-face and traditional self- study methods to take advantage of opportunities provided by digital learning technologies.

BLENDED CLASSROOM 2 DAYS CLASSROOM
Plus online activities

OR

ONLINE
5 weeks fully tutor supported programme

ELEARNING DESIGN SKILLS

Focus on how to design engaging and effective self- study e-Learning content.

BLENDED CLASSROOM 2 DAYS CLASSROOM
plus online activities

OR

ONLINE
5 weeks fully tutor supported programme

L&D CONSULTANCY SKILLS

For those wishing to move from reactive training to proactive Learning & Development. Develop a set of consultancy skills to allow effective interaction with the key stakeholders.

3-DAY COURSE
public scheduled

OR

Through a closed in-company programme

LEARNING TRANSFER SKILLS

For every senior L&D manager and consultant, MACRO Learning Transfer workshop provides a systematic approach to ensure learning is transferred into improved workplace performance.

2-DAY WORKSHOP
plus project work available either public scheduled

OR

Through a closed in-company programme.

32,000 TAP® certified trainers in 3,000 client organisations

98% of clients say TAP® made a difference to the way they work

22 standalone Certificates and 6 role-based Diplomas

Need help or advice about TAP® Training?

0345 074 7978

For a list of our courses, please visit

QA.COM/TAP



company/qa-ltd



QALtd



QALtd



qatraining