Garnet
Garnet Global Training Center

GGT-ED-131

Education & Training Management

Facilitation Skills

مهارات تيسير الجلسات

Duration	Language	Formats	Hours	Level
5 or 10 days	**English or Arabic**	**Classroom, online, in-house**	**35 / 70**	**Intermediate (practitioner)**

Overview

Participants in Facilitation Skills practise the methods, tools and standards they need to perform reliably and solve problems on the job. Programs for school leaders, trainers and learning professionals. It runs as a 5-day or 10-day program in English or Arabic, in classrooms in Dubai, Riyadh, Cairo, London, Istanbul and other cities, or live online, and can be delivered in-house.

What you will be able to do

- Apply the methods and standards of Facilitation Skills to real tasks.
- Share good practice with your team.
- Use the right tools, checks and calculations step by step.
- Diagnose common problems and identify root causes.
- Interpret data and results correctly and act on them.

Who should attend

School and university leaders, teachers, trainers and L&D specialists. Practitioners with one to five years of experience benefit most.

Key topics

- Learning design
- Assessment and evaluation
- Educational leadership
- Digital learning tools
- Quality assurance and accreditation
- Learner engagement

Formats and fees

5-day classroom	**USD 4,750**
5-day online	**USD 2,950**
10-day classroom	**USD 8,950**
10-day online	**USD 5,450**
In-house	**Quotation per group**

Fees per participant, excluding VAT.

Register or ask

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Training: training@garnettrainings.com

Web: garnettrainings.com

Sharjah Publishing City Free Zone, Sharjah, UAE

Certificate

Participants who attend at least 90% of sessions and complete the final assessment receive a certificate of completion stating 35 contact hours (5-day) or 70 contact hours (10-day).

5-day outline

Day 1 Facilitation Skills: principles and standards
- Assessment and evaluation
- Common mistakes and how to avoid them

Day 2 Methods and tools in practice
- Educational leadership
- Digital learning tools

Day 3 Diagnosis and problem solving
- Quality assurance and accreditation
- Regional and international case studies

Day 4 Quality, safety and documentation
- Learner engagement
- Checklists and templates to take away

Day 5 Workshop, assessment and action plan
- Learning design
- Group discussion and peer review

10-day outline

Day 1 Facilitation Skills: principles and standards
- Assessment and evaluation
- Common mistakes and how to avoid them

Day 2 Methods and tools in practice
- Educational leadership
- Digital learning tools

Day 3 Diagnosis and problem solving
- Quality assurance and accreditation
- Regional and international case studies

Day 4 Quality, safety and documentation
- Learner engagement
- Checklists and templates to take away

Day 5 Workshop, assessment and action plan
- Learning design
- Group discussion and peer review

Day 6 Advanced techniques and specialist practice
- Complex cases in depth
- Measurement and reporting

Day 7 Digital tools, data and automation
- Analysis tools and software
- Using AI in this field

Day 8 Benchmarking against international practice
- Global performance benchmarks
- Hands-on workshop on a workplace challenge

Day 9 Capstone project
- Analyse a real challenge from your organisation
- Build the solution and implementation plan

Day 10 Presentations, final assessment and certificates
- Project presentations and review
- Final exam and certificate award

Schedule 2027–2030

Dates	Format	City	Language	Fee (USD)
2–6 May 2027	5-day classroom	Muscat	Arabic	4,750
7–11 Jun 2027	5-day online	Live online	Arabic	2,950
13–17 Sep 2027	5-day classroom	Dubai	Arabic	4,750
14–25 Nov 2027	10-day classroom	Riyadh	English	8,950
2–13 Jan 2028	10-day classroom	Cairo	Arabic	8,950
1–12 May 2028	10-day online	Live online	Arabic	5,450
9–13 Jul 2028	5-day classroom	Jeddah	Arabic	4,750
1–5 Oct 2028	5-day classroom	Amman	English	4,750
5–9 Feb 2029	5-day online	Live online	Arabic	2,950
4–15 Jun 2029	10-day classroom	Istanbul	English	8,950

Dates	Format	City	Language	Fee (USD)
5–9 Aug 2029	5-day classroom	Doha	Arabic	4,750
5–9 Nov 2029	5-day classroom	Dubai	English	4,750
6–10 Jan 2030	5-day classroom	Doha	Arabic	4,750
6–17 May 2030	10-day online	Live online	English	5,450
17–28 Jun 2030	10-day classroom	Dubai	English	8,950
11–15 Nov 2030	5-day classroom	Istanbul	English	4,750

Customised and in-house versions of this course are available on request. garnettrainings.com/en/customise/