

# SAT Fundamentals (Systematic Approach to Training)

Instructor-Led Training

One of the founding principles of SOS Intl is that the training provided to system operators and others be delivered by instructors who not only understand the content, but have been trained to prepare and deliver programs in the most effective manner. This Train-the-Trainer concept has been a central foundation of our training programs since the first instructor-led classes were delivered.

The SAT Fundamentals 3-day course provides participants with an overview of a Systematic Approach to Training as it applies to the electric utility industry. SOS uses the ADDIE process in our systematic approach. This course follows the ADDIE stages.



## Analysis:

- Using a Job Task Analysis (JTA) as the starting point for training
- Developing an Individual Learning Activity application for NERC continuing training
- Understanding the elements of a training needs analysis

## Design & Development:

- Creating learning objectives and training plans
- Identifying and evaluating different forms of training
- Using development tools including job aids, simulation, and exercises
- Gathering and analyzing data

## Implementation & Evaluation:

- Using principles of effective training delivery
- Implementing on-the-job, online, classroom, and other forms of training
- Evaluating course effectiveness
- Transferring training
- Connecting the ADDIE process and NERC requirements (including PER-005-1)

Each session will include combinations of presentations, working sessions, breakout groups, and other activities to create a fast-moving and interesting course as well as illustrate choices of presentation activities and styles. Participants are encouraged to bring training material so they can work with their own training needs during the breakout sessions.



## SAT Certification

SOS has developed and refined the Train-the-Trainer program to produce SAT certified trainers for the electric utility industry. After each Train-the-Trainer workshop, participants will receive an SOS Certificate of Completion.

### SOS INTL TRAIN-THE-TRAINER CURRICULUM



Effective programs that are consistent with PER-001, PER-003, PER-004 & PER-005. Each workshop/course has its own value and purpose with regards to building your training program around these standards.

Effective On-the-Job Training

Systematic Approach to Training Fundamentals

Presentation Skills

*Workshops & courses available individually*

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**NERC**  
NORTH AMERICAN ELECTRIC  
RELIABILITY CORPORATION

SOS Intl. and NERC ID SOS\_INTL\_001 is recognized by the North American Electric Reliability Corporation as a continuing education provider who adheres to NERC Continuing Education Program Criteria.