KOENIG SOLUTIONS · COURSE OUTLINE

AI Facilitation TTT: Session Design & Engagement

Train-the-Trainer

40 Hours	6	42	9
DURATION	MODULES	TOPICS	HANDS-ON ACTIVITIES

COURSE OVERVIEW

This course covers the foundations of world-class facilitation, including adult learning principles, psychological safety and establishing facilitation authority. It then moves into designing sessions with AI, converting content into conversations, and building activities, case studies, pre-reads and personalised learning paths. Advanced techniques address powerful questioning and managing dominant, silent, defensive or resistant participants, alongside using AI as a co-facilitator for real-time questions, polls, scenario creation and session summaries, while maintaining human presence. Later modules cover facilitating high-stakes and cross-cultural rooms, measuring facilitator presence and learning transfer, and a capstone session where participants build a personal facilitation playbook.

WHO THIS COURSE IS FOR

- **Corporate Trainers & Facilitators**
- **L&D Managers & Instructional Designers**
- **Internal Subject Matter Experts**
- **Coaches & Consultants**
- **Senior Leaders transitioning into facilitation roles**

LEARNING OBJECTIVES

By the end of this program, participants will:

- Design high-engagement learning journeys using AI
- Facilitate difficult, diverse, and senior audiences
- Handle silence, resistance, dominance & disengagement
- Use AI for content creation, questioning, diagnostics & reflection
- Deliver memorable, outcome-driven sessions
- Build their signature facilitation style
- Certify themselves as AI-enabled Master Facilitators

COURSE SYLLABUS

6 Modules, 42 Topics

01

6 hours | Practice

The DNA of World-Class Facilitation

KEY TOPICS

- Trainer vs Facilitator vs Learning Architect
- Adult learning principles (and why most sessions fail)
- Psychological safety & trust creation
- **The facilitator's mindset:** neutral yet influential

PROVEN TECHNIQUES

- Contracting the room
- Framing outcomes powerfully
- Establishing facilitation authority without hierarchy

02

6 hours | Lab

Facilitation Design Mastery with AI

KEY TOPICS

- Designing outcomes → flow → experience
- Converting content into conversations
- Microlearning, experiential loops & reflection cycles

AI INTEGRATION

- **Using AI to:** Create session outlines
- **Using AI to:** Generate activities & case studies
- **Using AI to:** Design pre-reads & diagnostics
- **Using AI to:** Personalize learning paths

03

8 hours | Simulation

Advanced Facilitation Techniques

PROVEN TECHNIQUES COVERED

- Powerful questioning (Socratic, reflective, disruptive)
- **Managing:** Dominant participants
- **Managing:** Silent rooms
- **Managing:** Defensive leaders
- **Managing:** Passive resistance

GROUP DYNAMICS

- Energy management
- Reading the room
- Intervening without embarrassing

04

7 hours | Hands-On Lab

AI as a Co-Facilitator

AI USE CASES FOR FACILITATORS

Real-time question generation · Chat-based reflection prompts · Polls, quizzes & pulse checks · Scenario creation on the fly · Post-session summaries & insights

ETHICAL & PRACTICAL USE

When NOT to use AI · Maintaining human presence · Avoiding over-automation

05

6 hours | Case Lab

Facilitation for High-Stakes & Complex Rooms

CONTEXTS COVERED

Senior leadership rooms · Conflict & emotionally charged discussions · Strategy & decision-making workshops · Cross-cultural & virtual facilitation

TECHNIQUES

Neutral reframing · Managing disagreement · Consensus vs commitment · Facilitating without content expertise

06

4 hours | Exercise

Measuring Impact & Facilitator Presence

TOPICS

Facilitator presence (voice, body, silence) · Storytelling as a facilitation tool · Measuring learning transfer · AI for feedback analysis & insights

Certification, Capstone & Signature Style

3 hours | 3 Capstones

HANDS-ON ACTIVITIES

Practise What You Learn

#	MODULE	ACTIVITY
01	**The DNA of World-Class Facilitation**	**Practice:** Facilitation self-diagnostic + peer feedback
02	**Facilitation Design Mastery with AI**	**Lab:** Design a full 90-minute session using AI + facilitation logic
03	**Advanced Facilitation Techniques**	**Simulation:** Live facilitation with curveballs introduced
04	**AI as a Co-Facilitator**	**Hands-On Lab:** Run a live session where AI supports engagement
05	**Facilitation for High-Stakes & Complex Rooms**	**Case Lab:** Facilitate a leadership conflict scenario
06	**Measuring Impact & Facilitator Presence**	**Exercise:** Video-recorded facilitation + AI-assisted feedback
07	**Certification, Capstone & Signature Style**	CAPSTONE ■ Facilitate a 30-minute session (AI-enabled) ■ Peer + facilitator evaluation ■ Create a Personal Facilitation Playbook

WHAT IS INCLUDED

Everything You Need to Succeed

- Koenig course material for every module
- Delivery by certified instructors and subject matter experts
- Hands-on exercises throughout the course
- Course completion certificate from Koenig

ABOUT KOENIG

Who We Are

Established in 1993, Koenig Solutions is a globally recognised training provider with 35+ technology partnerships, 5,000+ training programmes and a network of certified instructors and subject matter experts, supporting individuals and enterprise teams worldwide.

FLEXIBLE DELIVERY

Learn the Way That Suits You

Classroom Training | Live Online Classes (ILO) | Fly-Me-A-Trainer (FMAT) | Flexi (Self-Paced) | 1-on-1 Training

Ready to Get Started?

Talk to a learning advisor about schedules, group training and customised delivery.

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