

Virtual TTT Program for Virtual Delivery

VIRTUAL INSTRUCTOR-LED TRAINING

The ELI **Train-the-Trainer (TTT) Program** for Virtual (vILT) delivery prepares Human Resources, EEO, L&D, and other professionals to deliver virtual instructor-led Civil Treatment® learning experiences. Beyond certification, the program builds internal expertise to reinforce organizational values, strengthen workplace culture, and sustain meaningful behavioral change through consistent, engaging learning experiences.

The vILT TTT is delivered through two virtual sessions per day over three consecutive days, totaling 16.5 hours of instruction. Participants also complete 2–4 hours of pre-work and offline activities requiring no more than one additional hour.

This experience will focus on developing virtual facilitators who can teach one of the following virtual ELI learning solutions:

Civil Treatment® Workplace for Leaders and Employees	**Civil Treatment® - Government for Leaders and Employees**
Professional Global Workplace™	**Civil Treatment® Workplace - Government for Leaders and Employees**

OBJECTIVES FOR THE VIRTUAL CLASSROOM CERTIFICATION PROCESS

During the ELI Virtual Classroom Certification, candidates will:

- Explore differences between in-person and virtual program delivery: how the delivery of the virtual Civil Treatment series of programs varies from face-to-face delivery, virtual platform and facilitation best practices, and other production considerations;
- Explore ELI program subject matter and identify ways to integrate standards from the organization's Code of Business Conduct, policies, and other standards, into the participant experience;
- Practice combining ELI's unique training philosophy, methodologies, and behavior models, with virtual capabilities, to deliver an engaging learning experience and support change in behavior for better business results;
- Discuss how to resolve technical and classroom behavioral challenges that may arise during facilitation;

CERTIFICATION PRE-WORK:

Before logging on to the certification, participants will:

- Confirm which meeting/training platform they will use to deploy virtual ELI learning solutions, make arrangements to gain access to it, and enroll in a virtual meeting/training platform tutorial to learn the basics. (If not already facilitating learning on a virtual platform.).
- Read about ELIs Learning Philosophy and Methodologies, and Certification Criteria.
- Prepare two teach-backs to practice facilitating portions of an ELI virtual learning solution.

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CERTIFICATION PROGRAM AGENDA

DAY 1

Morning Session 10:00 AM – 1:00 PM Eastern	Afternoon Session 2:00 PM – 4:30 PM Eastern
• Welcome and Ice Breaker • Virtual Demonstration: Leader Program	• Facilitation and Production How To: - Virtual Platforms: Features and Tools - Facilitation/Production Best Practices
Day 1 Homework: Prepare for Assigned Practice #1; Read about Conceptual Resistance and Challenging Classroom Behaviors.	

DAY 2

Morning Session 10:00 AM – 1:00 PM Eastern	Afternoon Session 2:00 PM – 4:30 PM Eastern
• Participant Practice #1 Leader Program	• Case Studies: Technical Challenges: How would I handle...? • Personalizing the Experience Through Storytelling • Virtual Employee Program WalkThrough
Day 2 Homework: Prepare for Practice #2 and the Day 3 PM Participant Demonstration; Complete Basic Legal Concept Review.	

DAY 3

Morning Session 10:00 AM – 1:00 PM Eastern	Afternoon Session 2:00 PM – 4:30 PM Eastern
• Warm-up Activity: Breakout Case Studies, Conceptual Resistance and Challenging Behavior • Practice #2: Participant Choice	• Civil Treatment Legal Concept Review • Final Certification Review • ELI Help and Sustainability • Final One-on-One Certification Feedback

PARTICIPANT EXPECTATIONS

ELI awards final participant certification designations by assessing active participation in all certification activities, timely completion of all assignments, facilitation of satisfactory practice teach backs, and demonstration of knowledge and facilitation skill in the final certification application activity.

“Active participation” means full engagement in all live meetings, with audio connected and camera turned on; participation in class discussions; responsiveness to requests for feedback.

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UPCOMING DATES

CIVIL TREATMENT® WORKPLACE

2027 Virtual Dates

FEBRUARY 2-4
Registration deadline January 5, 2027

MARCH 9-11
Registration deadline February 9, 2027

APRIL 13-15
Registration deadline March 16, 2027

MAY 11-13
Registration deadline April 13, 2027

JUNE 8-10
Registration deadline May 11, 2027

JULY 20-22
Registration deadline June 22, 2027

AUGUST 17-19
Registration deadline July 20, 2027

SEPTEMBER 14-16
Registration deadline August 17, 2027

OCTOBER 19-21
Registration deadline September 21, 2027

NOVEMBER 16-18
Registration deadline October 19, 2027

DECEMBER 14-16
Registration deadline November 16, 2027

CIVIL TREATMENT® GOVERNMENT

2027 Virtual Dates:

FEBRUARY 23-25
Registration deadline January 26, 2027

JUNE 1-3
Registration deadline May 4, 2027

SEPTEMBER 21-23
Registration deadline August 24, 2027

DECEMBER 7-9
Registration deadline November 9, 2027

CLICK HERE
to view all sessions and register on eliinc.com

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