CINPAA | INTERNATIONAL COOPERATIVE FOR TRAINING & CONSULTING

سينبا | التعاونية الدولية للتدريب والاستشارات



Training programme:

# The New Management: semesters, webinars

## Delivered in several cities and dates


OUR INTERNATIONAL PARTNERS:

ISDE Law Business School High Performance Education
*Higher Institute of Law and Business (ISDE)*

Professional Development Institute
*Professional Development Institute*

Universidad Camilo José Cela
*Camilo José Cela University*

SEK EDUCATION GROUP

ISO 29993:2017 Learning services for non-formal education and training

ISO 9001:2015

# The New Management: semesters, webinars

## About the programme:

This programme examines the management of classroom courses and webinars, connecting the organisation of learning delivery with developments in course management practice.

## Objectives:

**Developing participants' skills, knowledge, values and professional approaches in:**

**a.** Understand the basics of managing classroom courses and webinars.

**b.** Update participantsٍ on the latest trends in course and webinar management.

**c.** Learn how to develop strategies for interacting with participants, content, and technology in course and webinar management.

**d.** Provide participants with the skills and tools necessary for successfully managing classroom courses and webinars.

**e.** Design an evaluation tool comparing learner engagement and achievement across classroom training and webinars.

## Target audience:

**a.** Training managers coordinating classroom and online provision.

**b.** Instructional designers adapting learning activities to digital formats.

**c.** Trainers and webinar facilitators.

## Daily programme:

**• Day 1: Transitioning to new models of course and webinar management**

**a.** Transitioning from traditional classroom delivery to blended and webinar-based models

**b.** Current trends in managing classroom courses and live online sessions

**c.** Roles of the training manager, facilitator and producer in each delivery format

**d.** Deciding which learning objectives suit the classroom and which suit a webinar

**e.** Case study: reviewing how a training unit moved a classroom course to a webinar series

**f.** Day output: delivery model decision guide for the participant's courses

**• Day 2: Using technology in course and webinar management**

**a.** Using technology tools for scheduling, registration and attendance in courses and webinars

**b.** Webinar platform features: breakout rooms, polls, chat, recording and screen sharing

**c.** Preparing technical rehearsals, backup plans and support for presenters

**d.** Accessibility, bandwidth and device considerations for remote participants

**e.** Workshop: configuring and rehearsing a webinar session with polls and breakout rooms

**f.** Day output: technical readiness checklist for webinars

**• Day 3: Interacting with participants in classroom courses and webinars**

**a.** Interacting with participants in classroom courses and webinars to sustain attention

**b.** Encouraging participant interaction through questions, discussion and group tasks

**c.** Facilitation techniques for hybrid groups with participants in the room and online

**d.** Managing difficult moments: silence, dominant speakers and technical interruptions

**e.** Workshop: facilitating a short hybrid session and receiving peer feedback

**f.** Day output: interaction plan with activities for each session segment

- **Day 4: Developing course and webinar content**

**a.** Developing course and webinar content from clear and measurable learning objectives

**b.** Adapting classroom activities and materials to digital formats

**c.** Designing slides, handouts and short videos that work in both formats

**d.** Structuring a webinar into short segments with regular interaction points

**e.** Workshop: converting one classroom module into a 60-minute webinar design

**f.** Day output: webinar session design with content and activity timings

- **Day 5: Analysing the transition and evaluating results**

**a.** Analysing the transition to new models of course and webinar management

**b.** Comparing learner engagement and achievement across classroom training and webinars

**c.** Designing an evaluation tool with engagement, learning and satisfaction measures

**d.** Using evaluation results to decide the delivery mix for future programmes

**e.** Workshop: designing an evaluation tool that compares classroom and webinar groups

**f.** Day output: comparative evaluation tool and transition action plan

## Training methods and certificates:

Our programmes are built on modern pedagogy that combines theoretical knowledge with practical application, in line with participants' needs and the demands of the workplace. Methods include:

- **Interactive workshops:** analysis of real data and group discussions that strengthen practical understanding.
- **Case studies:** examples from international organisations that highlight real successes and challenges.
- **Realistic simulations:** participants train through professional scenarios that mirror real situations requiring decisions and situation management.
- **Advanced tools and technologies:** hands-on practice with up-to-date training software and tools suited to each field.

**Certificates:**

On successful completion, participants receive a certificate issued by CINPAA, a training institute officially registered in the European Union, Spain and the United Kingdom.

CINPAA - Cooperative International for Training and Consulting

Our programmes are delivered within academic and professional partnerships, cooperation agreements and memoranda of understanding with a number of academic and professional institutions, including:

- **Camilo José Cela University - Spain**
- **ISDE - Law & Business School - International**
- **Professional Development Institute - United Kingdom**

These partnerships aim to exchange expertise, develop training content and raise programme quality in line with international best practice.

Kind regards,
International Programmes Department

**"CINPAA" INTERNATIONAL COOPERATIVE FOR TRAINING & CONSULTING**

# Course details and registration

Course Details | Registration

| | | |
|---|---|---|
| **Programme** | **The New Management: semesters, webinars** | Course Title |
| **Language** | **English** | Course Language |
| **Venue** | **Several cities and dates – see the table below** | Venue |
| **Financial offer** | **Sent separately, according to the number of participants and the delivery conditions.** | Financial Offer |

## Registration and confirmation:

**To register, please use one of the following:**

**a.** Complete the programme request form on our website.

**b.** Or send an email from your training department.

**c.** Or a nomination letter from your organisation.

**Send your confirmation by:**

**Email** info@cinpaa.org

**WhatsApp** +34 635 867 686

Our team is ready to advise on accommodation and logistics before and during your stay.

## Planned programme dates:

| City | Dates |
|---|---|
| Barcelona, Spain | 08 - 12 Mar 2027 |
| London, United Kingdom | 14 - 18 Jun 2027 |
| Cairo, Egypt | 13 - 17 Sep 2027 |
| Madrid, Spain | 13 - 17 Dec 2027 |

The programme can be delivered in other cities and on other dates to suit your organisation, at the length you need. The cities are listed on the last page.

**سينبا التعاونية الدولية للتدريب والاستشارات | CINPAA – International Cooperative for Training & Consulting**

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**Scan to save our contact**

## Cities where we deliver our programmes:

This programme can be delivered in any of the following cities, and elsewhere on request.

| | | | |
|---|---|---|---|
| **Albania**<br>Tirana, Saranda | **Australia**<br>Sydney | **Austria**<br>Vienna, Hallstatt, Salzburg / Zell am See | **Azerbaijan**<br>Baku |
| **Bahrain**<br>Manama | **Belgium**<br>Brussels, Bruges | **Bosnia and Herzegovina**<br>Sarajevo | **Canada**<br>Toronto, Montreal |
| **China**<br>Hong Kong, Shanghai, Beijing, Guangzhou | **Croatia**<br>Dubrovnik | **Cyprus**<br>Nicosia, Limassol, Larnaca | **Czech Republic**<br>Prague |
| **Egypt**<br>Cairo, Sharm El Sheikh, Alexandria, Hurghada | **France**<br>Paris | **Georgia**<br>Tbilisi, Batumi | **Germany**<br>Munich, Berlin, Düsseldorf, Frankfurt |
| **Greece**<br>Athens, Rhodes | **Hungary**<br>Budapest | **Indonesia**<br>Bali, Jakarta | **Ireland**<br>Dublin |
| **Italy**<br>Rome, Florence, Milan, Venice, Como | **Japan**<br>Tokyo | **Jordan**<br>Amman, Aqaba | **Kuwait**<br>Kuwait City |
| **Malaysia**<br>Kuala Lumpur | **Maldives**<br>Maldives | **Mauritius**<br>Mauritius | **Montenegro**<br>Budva, Kotor |
| **Morocco**<br>Casablanca, Marrakech, Tangier, Rabat | **Netherlands**<br>Amsterdam | **Oman**<br>Muscat, Salalah | **Philippines**<br>Manila |
| **Poland**<br>Krakow, Warsaw | **Portugal**<br>Lisbon, Porto | **Qatar**<br>Doha | **Russia**<br>Moscow |
| **Saudi Arabia**<br>Riyadh, Jeddah, Dammam | **Serbia**<br>Belgrade | **Slovenia**<br>Ljubljana | **South Korea**<br>Seoul |
| **Spain**<br>Madrid, Barcelona, Valencia, Alicante, Benidorm, Malaga / Marbella, San Sebastian, Granada, Cordoba, Canary Islands, Seville, Bilbao | **Switzerland**<br>Geneva, Luzern, Zurich, Interlaken, Zermatt, Lugano | **Thailand**<br>Bangkok, Phuket | **Tunisia**<br>Tunis |
| **Turkey**<br>Istanbul, Antalya, Trabzon, Bursa, Izmir, Bodrum, Antakya (Hatay) | **United Arab Emirates**<br>Dubai, Abu Dhabi | **United Kingdom**<br>London, Edinburgh, Manchester, Birmingham | **United States**<br>Miami, New York, Los Angeles, Washington |