

# Sample Trainer Level Profile

## Trainer Level Review

Trainer level is achieved by TECPDS reviewing a trainer's education, training, experience and demonstration. The level shown in green is your highest level achieved so far. As of 2022, demonstration was added as a new component of the trainer levels. Trainers that were approved prior to the updated system will be reassigned based on their current level until 2024. Trainers that are interested in being assigned a higher trainer level will need to provide needed components by January 2024, or by their next renewal date if it occurs after 2024. For more information go to [Apply to Be a Registered Trainer](#)

Current Trainer Level is highlighted at the top of the page. All of the items below correspond to the levels across the top. Your TECPDS account must be connected to CLI Engage and the Trainer Micor-Credential Program. To do this utilize the TECPDS [Help Center](#) to request access.



### Texas Trainer Level Criteria

Please review this section to see how far you have progressed in meeting criteria for the different trainer levels. TECPDS staff will review your application. Green means you have completed the component. Orange means you have started, but not completed the components. For more information go to [Apply to Be a Registered Trainer](#)

Criteria	Trainer Level 1	Trainer Level 2	Trainer Level 3	Trainer Level 4
Adult Learning Theory	Green	Green	Green	Green
Training Hours Provided	Green	Green	White	White
Years of Field Experience	Green	Green	Green	Green
Education Level	Green	Yellow	Yellow	Yellow
Educational Concentration	Green	Green	Green	Green
Competency Demonstration	Green	Green	Green	Green

The green circles mean that the corresponding criteria is met. If one of the circles is green it corresponds to Level 1, two green circles corresponds to Level 2, three green circles corresponds to Level 3, and four green circles corresponds to Level 4.

If the circle is white, you have not yet met the criteria for that level. In this case, the trainer cannot progress above Level 2 with out adding additional documentation.

If the circle is yellow it has not yet been verified. Verification can be requested by selecting the Request Trainer Level Review tab on the dashboard.

### Badges and Competencies

Please review this section to see how far you have progressed in meeting criteria for the different badges and competencies. Upon completing the Texas Registered Trainer Application you will automatically receive your first 9 badges. For more information go to the [Core Competencies for Trainers](#)

Upon receiving approval to be on the Texas Trainer Registry, the trainer will receive 9 initial badges for their training proposal work. This will place the trainer at Level 1. For all current trainers prior to August 2022, please note that this step may take a few months to appear as we work through accounts to complete this step.

Congratulations on receiving first 9 badges! [Click here](#) for more information on what this means. Go to [TECPDS Professional Development Profile Report](#) to see your trainer badges. Go to your [Registered Trainer Public Profile Page](#) to see what those seeking training will see about the badges.

Trainer CC1: Adult Learning Theory Awarded 9 of 9 Badges

Trainer CC4: Training Content Development Awarded 8 of 8 Badges

Trainer CC6: Characteristics of Effective Trainers Awarded 12 of 12 Badges

Trainer CC2: Training Delivery and Methodologies that Facilitate Learning Awarded 34 of 34 Badges

Trainer CC3: Transfer of Learning Awarded 6 of 6 Badges

Trainer CC5: Monitoring and Evaluating Training Effectiveness Awarded 7 of 7 Badges

When artifacts are turned in badges are awarded. The trainer can see how many badges they have completed in the Badge and Competencies section. Upon completing all badges the trainer will receive a Trainer Competency and it will be marked complete.

### Artifacts

Please use this section to upload artifacts needed to complete criteria for the different badges and competencies. Multiple badges may be awarded based on one artifact or you may upload an artifact multiple times to be awarded a badge. A checkmark shows that you have completed all you need to for an artifact. For more information go to [CLI Micro-Credential Program for Trainer Overview](#)

PPT slides/ script/ outline (if not use PPT)

Handouts/ Workbooks

Training Plan (Basic Level)

Knowledge Exam

Needs Analysis and Synthesis

Annotated Training Plan

Evaluation and Synthesis

Reflection Questions

Video

The artifacts section allows the trainer to upload submissions to receive badges and competencies. Select the link to complete the submission. The link will contain all of the details of how to complete the submission. Once a submission is complete it will be checked off.

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