

## Understanding the Complete Training Cycle

Date	Venues	(\$)Fees	Book your seat
14 Dec -18 Dec 2025	Kuala Lumpur	3600	<a href="#">Register Now</a>

## Course Overview

With so many innovations in training this programme will cover all aspects from Training needs analysis to evaluation. It will show you best practice and provide you with a complete and through insight into the complete training cycle – it will show you how to create added value at every stage of the process.

## Course Objective

- Do training needs analysis –using the new four dimension model
- To organise and prioritise training –maximising recourses
- Convert training requirements into practical outcomes
- Use testing to establish learning is taking place
- Be able to evaluate training results in the work place
- How to report training effectiveness

## Who Should Attend?

Everybody associated with training: Trainers, designers, training administrators, training coordinators, trainee HR personnel, supervisors

## Course Outline

- Training in context, the four segments of training needs analysis
- Organisation and designing training – new trends
- Running training programmes
- Back at work implementation
- Understanding training performance figures and costs

## Training Methodology

- Presentation & Slides
- Audio Visual Aids
- Interactive Discussion
- Participatory Exercise

- Action Learning
- Class Activities
- Case Studies
- Workshops
- Simulation



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