PROFESSIONAL DEVELOPMENT TRAINING

09 884 0762

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1.0 DAY COURSE

Measuring Results from Training

Measuring the return on investment (ROI) of a specific training program can be difficult at best. This often limits an organisation's knowledge of how and which training programs benefit employees, which leads to poor budgetary planning for future programs.

The PD Training Measuring Results from Training Course provides you with the knowledge and skill development in various learning styles, training evaluation levels and plans, training measurement tools, ROI formulas and assessment of the training. This course helps your organisation identify and measure the tangible and the intangible benefits of training so that you can plan accurately and maximise the return from future training programs.

This high-energy, dynamic training course is available now throughout New Zealand, including Auckland, Wellington and Christchurch.

Please click the "Group Booking Quote" button to receive a free quote for courses delivered at your preferred location.

What You'll Gain:

Although we all know that training can have many amasing benefits, sometimes it can be hard to prove those benefits and attach a dollar value to training. Some topics, like sales training or time management, might have direct, tangible benefits. Other topics, like communication or leadership, might have benefits that you can't put a dollar value on.

In this course, we will learn about the different ways to evaluate training progress, and how to use those results to demonstrate the results that training brings.

Outcomes

- Understand Kolb's learning styles & learning cycle
- Learn about Kirkpatrick's levels of evaluation
- Become familiar with the many types of evaluation tools including, goal setting, tests, reactionary sheets & interviews
- Learn when to use each type of evaluation tool

- Be able to perform a needs assessment
- Learn how to write learning objectives & link them to an evaluation
- Learn to write an evaluation plan
- Gain insight into identifying costs, benefits & ROI on training
- Develop a business case for training

Modules

Lesson 1: Getting Started
- Icebreaker: Find the Leader
- Housekeeping Items
- Pre-Assignment Review
- Workshop Objectives
- Action Plans and Evaluations

Lesson 2: Kolb's Learning Styles
- The Four-Stage Process
- Accommodators
- Divergers
- Convergers
- Assimilators

Lesson 3: Kirkpatrick's Levels of Evaluation
- Overview
- Level One: Reactions
- Level Two: Learning
- Level Three: Behaviour
- Level Four: Results

Lesson 4: Types of Measurement Tools
- Goal Setting
- Self-Evaluations
- Peer Evaluations
- Supervisor Evaluations
- High-Level Evaluations

Lesson 5: Focusing the Training
- Performing a Needs Assessment
- Creating Learning Objectives
- Drilling Down Into Content

Lesson 6: Creating an Evaluation Plan
- What Will We Evaluate?
- When Will the Evaluation be completed?
- How Will We Evaluate It?
- Who Will Perform the Evaluation?

Lesson 7: Assessing Learning before Training
- Workplace Observation
- Objectives Assessment
- Pre-Assignments and Pre-Tests

Lesson 8: Assessing Learning during Training
- Reviewing Learning Objectives
- Performing Hip-Pocket Assessments
- Quizzes and Tests
- Skill Assessments

Lesson 9: Assessing Learning after Training

Lesson 10: The Long Term View

- Evaluation Timelines
- Learning Journal
- Goal Setting
- Additional Methods of Evaluation
- Creating a Long Term Evaluation Plan
- Methods of Evaluation
- Documenting Lessons Learned

Lesson 11: Calculating the Return on Investment (ROI)

- A Basic ROI Formula
- Identifying and Measuring Tangible Benefits
- Identifying and Measuring Intangible Benefits
- Calculating Total Costs
- Making a Business Case

Lesson 12: Wrapping Up

- Words from the Wise
- Parking Lot
- Action Plans and Evaluations

Talk to our expert team

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