HR Management · HR67

The Training Analysis Specialist

Online · 29 Nov 2026 - 3 Dec 2026

Date	Venue	Duration
29 Nov 2026 - 3 Dec 2026	**Online**	**1 Week**
Fee	**Ref**	**Language**
£1,400 GBP	**HR67**	**English**

Introduction

Training Analysis is a novel and exciting topic in today's world-class training roles.
This Training & Development course covers all of the major research areas, including training measurement and evaluation.
Information presented will allow shareholders to not only have a better practical approach to training but also to fully understand how things work and are measured and how all training activities can be costed and measured using a new range of tools and techniques.

Representatives attending this course will be given tried and tested practical examples so that the knowledge gained can be applied immediately in the workplace.
These devices are required for any training function, especially if attendees want to add value or consider becoming a profit centre.

Features of this course include:

- Learning about training models for training efficiency
- Analysing and measuring to show training results in your organisation
- Constructing training & learning activities
- Becoming a learning organisation
- Learning from practices in top companies that surpass the “Best Practice”

Course Objectives of The Training Analysis Specialist

At the end of this course, shareholders will be responsible for:

- Measure the effectiveness of training, using evaluation models
- Analyse delivered training and be able to demonstrate training efficiency
- Demonstrate how training can financially benefit the organisation
- Measure Knowledge, Skills & Attitude (KSA)
- Describe how people learn and how to overcome barriers to learning

Course Methodology of The Training Analysis Specialist

This course will use a variety of proven adult learning techniques to ensure maximum understanding, comprehension, and retention of the information presented. This includes stimulating presentations supporting each of the topics together with interactive trainer lead sessions of discussion.

There will also be many practical sessions where participants can practice and experience course-related activities. Practical exercises, case studies, short video presentations, small group work, and feedback will be used to facilitate learning.

Organisational Impact of The Training Analysis Specialist

The real cost of training is very high - in today's business world, every organisational activity should be measured, and its contribution to the business made obviously - it is unacceptable not to be ready to do a proper analysis.

- Organisations using these techniques will get more for their training-spend
- It provides an efficiency audit trail on how training resources are spent
- It can provide a basis for how training is funded
- Delegates attending this training seminar will be able to implement their knowledge immediately upon returning to the workplace
- As this is a training course with a big ROI, the simple question is: "Can you afford not to do this?"

Personal Impact of The Training Analysis Specialist

Those participating in this course will be ready to:

- Find out how to analyses and evaluate training
- Attain a skill that very few people currently possess
- Be able to use the latest proven techniques and models
- Be able to produce data on training effectiveness
- Be prepared to evaluate trainer efficiency
- Understand how to identify personalities and their contribution to the development

Target Audience of The Training Analysis Specialist

This course, The Training Analyst is suited for anyone who needs to improve their skills in learning and development.

Those that would benefit the most are:

- Learning & Development Staff
- Training Managers
- All HR Staff
- Talent Management Personnel
- Training Budget Holders
- Succession Planners and those responsible for people development
- Those who need to understand the measurement of training
- Any training personnel who have attended a training coordinators' course and are looking for the next step to take

Course Outlines of The Training Analysis Specialist

DAY 1

The Added-Value Role of the Training Analyst

- The Need for Training to Produce Measurable Results
- The Training Cycle (Analysis, Design, Develop, Conduct, Evaluate)
- Aligning Training and Development to Meet Business Objectives
- Kirkpatrick's Levels of Evaluation
- Calculating a Cost-benefit and the Return on Investment (ROI)
- Mastering Training Costs and Budgets

DAY 2

How People Learn and Barriers to Learning

- How Adults Learn: Andragogy
- How to Measure Learning Styles and the Limitations of Learning Styles
- Personality and Its Impact on Training Results - The Big Five Explained
- The Limitations of Testing Personality
- The Use of Aptitude Testing
- Overcoming Learning Problems - Why some people have difficulty in learning?

DAY 3

Constructing Training & Learning Activities

- Understanding Knowledge, Skills & Attitude (KSA)
- What are learning outcome objectives and why do we need them?
- Writing Objectives Using Bloom’s Taxonomy
- Internal vs. External Training Provision
- Maximising the Use of Visual Aids and other Aids
- Why you should limit the use of PowerPoint?

DAY 4

Training Needs Analysis – Becoming a Learning Organisation

- What is the training needs analysis?
- Identifying and Meeting Learning Needs
- How to priorities training needs?
- Overview of DIF Analysis
- Redefining Organisational Learning for Your Organisation
- Essential Steps to Becoming a Learning Organisation

DAY 5

Critical Issues in Training, Learning, & Development

- Should training functions be profit centres?
- Differentiating Succession Planning & Talent Management
- The Role of Educational Credentials in Training and Education
- Learning and the Younger Generations – Generation Why?
- Personal Action Planning

Register or ask about this course online

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