

The Power of TNA

Human Resources



In-Class



8 hours



EGP 2,680

Course Description:

This course is for Human Resources professionals, those in Learning and Development, who seek to effectively assess and bridge the gap between employee capabilities and organizational goals. Participants will explore proven techniques for identifying skill gaps, gathering and interpreting data, and conducting comprehensive needs assessments. Through hands-on activities and actionable tools, learners will be able to design and implement targeted training solutions that drive employee performance and contribute to long-term organizational success.

Target Audience:

This course is designed for Human Resources professionals, especially those in Learning and Development, who seek to effectively bridge the gap between their organization's needs and employees' capabilities.

Course Objectives:

By the end of the course, participants will be able to:

- Define the relationship between training and the organization
- Recognize the three main training and development perspectives
- Differentiate between what are and what are not training needs
- List the benefits and difficulties of training needs analysis
- Apply training needs analysis techniques

Course Outline:

Module 1: Training and the Organization

- What is training?
- Knowledge, skills & abilities

Module 2: Training and Development Perspectives

- The fragmented approach
- The formalized approach
- The focused approach
- Training Cycle

Module 3: Definition of Training Needs Analysis

- Training need
- Not everything is a training need (business need, performance need, work environment needs, training need)

Module 4: Benefits and Difficulties of Training Needs

- Benefits of training needs
- Difficulties with training needs analysis

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Module 5: Performing a Training Needs Analysis

- Step 1: SWOT analysis
- Business performance areas
- Step 2: organizational performance-gap analysis
- Step 3: employee/team performance-gap analysis
- Step 4: prioritize your training needs

Assessment Strategy:

Participants will be informally assessed based on their interaction during sessions and their participation in group exercises.

Upon Successful Completion of this Course, participants will obtain:

0.6 CEUs

Course Language:

English

Prerequisites:

N/A