PROFESSIONAL DEVELOPMENT TRAINING

1300 121 400

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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 Australia, including Brisbane, Sydney, Melbourne, Adelaide,, Canberra and Perth.**

**Please click on 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 amazing 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

**After completing this course participants will be able to:**

- 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
- Housekeeping Items
- Pre-Assignment Review
- Workshop Objectives
- Action Plans

### 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

- Evaluation Timelines
- Learning Journal
- Goal Setting
- Additional Methods of Evaluation

### Lesson 10: The Long Term View

- 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

**Talk to our expert team**

**Phone: 1300 121 400**

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