

5-day Interactive Training Course

Managing and Measuring Training, Learning & Development

Exemplify Strategic Value of Training within the Organisation

03 Oct - 07 Oct 2022	Dubai	\$4,350
19 Dec - 23 Dec 2022	Dubai	\$4,350
17 Jul - 21 Jul 2023	Dubai	\$4,350
31 Jul - 04 Aug 2023	Lisbon	\$5,350
02 Oct - 06 Oct 2023	Dubai	\$4,350
18 Dec - 22 Dec 2023	Dubai	\$4,350



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About the Course

The importance of people in the success of an organisation cannot be underestimated. But how can we ensure that our people are developed correctly in this fast-paced, ever-changing world? It is the key responsibility of the Training / Learning & Development function to ensure that the people are developed successfully, effectively, and efficiently to maximise and ensure organisational success.

This Managing and Measuring Training, Learning, and Development training course will provide you with the essential knowledge and skills to gain more excellent strategic value from your investment in training and development. The key emphasis of the course will be the analysis and alignment of business objectives, competency, and talent processes to create efficient systems to achieve the maximum ROI from your learning and development. You will also learn how to produce a practical business case utilising metrics and other sources of strategic analysis, as well as satisfy Gen Y and Gen Z expectations using integrated learning management systems (LMS). This is essential for those who wish to improve their effectiveness and efficiency in managing and leading development interventions.

Core Objectives

The delegates will achieve the following objectives:

- Examine the issues related to measuring and maximizing training ROI
- Apply the techniques of Training Need Analysis (TNA)
- Develop and propose a business case for training to meet strategic business objectives
- Prepare an appropriate business model for training and development
- Analyse cost-benefit and return-on-investment for training and development activities

Training Approach

This training course uses a combination of interactive presentations and live discussions. These will be supported with workshops, videos, models, tables and charts to consolidate learning and discuss the practical application of the findings with the seminar provider. There will be a summary recap by the end of each day, linking up the topics to formulate a complete course. Upon request, it can include a final multiple-choice test on the material as a learning evaluation method. It is suitable for the delegates' in-class and virtual online and hybrid interaction.

The Attendees

This Managing and Measuring Training, Learning and Development training course is suitable for many professionals but will greatly benefit those who lead and manage the development function and ROI.

It will be valuable to the professionals but not limited to the following:

- Human Resources (HR)
- Training and Development
- Learning and Development (L&D)
- Organisational Development (OD)
- Talent Management and Succession Planning

DAILY DISCUSSION

DAY ONE

THE STRATEGIC CONTEXT OF LEARNING & DEVELOPMENT

- Strategic Organisational Development (OD) and HR planning
- Business Strategy: Planning for Future Skills and Competences
- Aligning Development to Meet Business Objectives
- Defining Organisational Learning for Your Organisation
- Essential Steps to Becoming a Learning Organisation
- Managing Development Expectations: Gen Y and Gen Z

DAY TWO

ORGANISATIONAL LEARNING AND DEVELOPMENT NEEDS

- Understanding the Organisational Training / Development Cycle
- Conducting a Training / Learning Needs Analysis (TNA)
- The Role of Competencies in Organisation Development
- Competency Frameworks, Measurement, and Assessment
- Talent Management Systems and Procedures
- OCR and Succession Planning

DAY THREE

EVALUATING TRAINING AND OUTCOME METRICS

- Evaluation Models: Levels and ROI
- Why do clear and measurable learning objectives matter?
- Understanding and Applying Cost-benefit Analysis
- How to Measure Training Return-On-Investment (ROI)?
- Defining Measurement Parameters and Metrics
- Measuring Intangible Impacts: Cultural, Social, Other

DAY FOUR

MANAGING & LEADING THE TRAINING/L&D FUNCTION

- How to Lead and Manage the L&D Function?
- Quality Assurance: The Role of ISO:29993 Standards
- Factors in the Strategic Planning of the Training / L&D Function
- Learning Management Systems (LMS) and e-Learning
- How Development Fits with Performance Appraisal?
- Budget Planning and Formulation

DAY FIVE

THE BUSINESS CASE FOR TRAINING, LEARNING & DEVELOPMENT

- Key Factors for Powerful Business Communication
- Preparing the Business Case for an Investment in Training
- Presenting the Business Case to Key Stakeholders
- Personal Action Planning