



HUMAN RESOURCES AND TRAINING

Training Design & Development for Learning Success

Course code: HRT-020



SPARK TRAINING

Professional training courses for leaders, specialists, and organizations seeking practical capability development.

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— Workshop Overview

This Training Design & Development for Learning Success training course entitled, 'Training Design & Development for Learning Success' will help you design, develop and deliver learning and training that is effective, engaging and inspiring. Using the latest models and methods you keep to date in the new ways of assessing learning objectives and building training and e-Learning real-life goals and objectives. This Training Design & Development for Learning Success training course also covers the latest techniques plus new methods for learning resources, course design and documentation. This means being able to increase the impact and quality of training and your learning results. Online learning and blended learning solutions are also an important part of this course. Examples used are taken from HR, technical, safety and management topics.

Why Attend

This course uses instructor-led sessions, guided discussion, and practical exercises built around Day one: Introduction to Training Needs Analysis (TNA) and Curriculum, Day two: Specifying and Constructing e-Learning and other Non-Classroom Training, Day three: Learning Styles and Models for Curriculum Development, and day

Who Should Attend

Training and workshop facilitators
Training and HR administration and course design assistants
Technical staff who are involved in training design and delivery
All staff involved in developing training course and learning materials at all levels and stages

— Learning Objectives

- Understand techniques and tools for researching, defining and analysing training and learning needs and requirements
- Gain an instructional design process to create traditional or blended learning solutions
- Learn how to set clear goals and design objectives when designing and developing training materials
- Develop Creative design of learning activities, games, exercises, examples and case studies
- Develop Skills for the development of effective presentation material, workbooks and manual
- Learn how to create learning activities, presentation and other materials to develop cognitive domain abilities – thinking skills and knowledge awareness

Course Outline

**DAY
1****Day one: Introduction to Training Needs Analysis (TNA) and Curriculum**

- Introduction, objectives and ways of working
- Review of important of TNA and course design
- Types of training materials overview
- Best practice in training material design, structure and format
- Training activities and examples
- Case study: Developing materials for different types of training

**DAY
2****Day two: Specifying and Constructing e-Learning and other Non-Classroom Training**

- The importance of learning design and structure
- Aligning training activities to suit online and e-Learning
- Using Micro-Learning and accelerate learning principles
- How to write learning exercise, video scripts and source content
- The critical documents needed for any training Course
- Case study: Building an e-Learning Course

**DAY
3****Day three: Learning Styles and Models for Curriculum Development**

- Introduction to adult learning models and theories
- Learning and training based on personality
- Self-assessment to learn your own preferences
- Examples of materials for different learning styles
- The keys to effective material design and development
- Case studies: Cognitive domain materials design

**DAY
4****Day four: Design of Engagement and Professional Development**

- Techniques and formats for developing training material
- Attention and memory principles for learning design
- How to design based around learner expectations
- How to create materials to develop cognitive domain abilities
- Learning methods when using interactive materials and methods
- Case studies and learning assignments

DAY

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Day five: Technical Aspects of Curriculum Development

- Design, quality and costing training projects
- Using competency measures and frameworks
- Setting standards for measuring competent improvement
- Measuring improvements after training
- Review of methods for learning point review with assessments
- Case study: Performance-based training – the way to add value

— Upcoming Classroom Dates

Schedule available on request. Contact SPARK Training for current dates, locations, and fees.

— Certificate and Registration

Participants who attend and complete the full programme receive a SPARK Training Certificate of Completion. For registration, in-house delivery, or availability questions, contact info@sparktraining.eu or +31 85 115 0004.