

Measuring Results from Training

Although we all know that training can have many amazing benefits, it can be hard to prove those benefits with a dollar value to training. Some sales training or time management, might have direct, tangible benefits. topics, like communication or leadership, might have benefits that you can't dollar value on.

Our Measuring Results from Training course, your participants will learn different ways to evaluate training progress, and how to use those results to demonstrate the results that training brings. Once the training has been the next step is to modify and update the curriculum to create content that suited for the participants.



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Course Outline:

Module One: Getting Started

- Icebreaker
- Housekeeping Items
- The Parking Lot
- Workshop Objectives

Module Two: Kolb's Learning Styles

- The Four-Stage Process
- Accommodators
- Diverges
- Converges
- Assimilators

Module Three: Kirkpatrick's Levels of Evaluation

- Overview
- Level One: Reactions
- Level Two: Learning
- Level Three: Behavior
- Level Four: Results

Module Four: Types of Measurement Tools

- Goal Setting
- Self-Evaluations
- Peer Evaluations
- Supervisor Evaluations
- High-Level Evaluations

Module Five: Focusing the Training

- Performing a Needs Assessment
- Creating Learning Objectives
- Drilling Down Into Content

Module Six: Creating an Evaluation Plan

- What Will We Evaluate?
- When Will the Evaluation be Completed?
- How Will We Evaluate It?
- Who Will Perform the Evaluation?

Module Seven: Assessing Learning before Training

- Workplace Observation
- Objectives Assessment
- Pre-Assignments and Pre-Tests

Module Eight: Assessing Learning during Training

- Reviewing Learning Objectives
- Performing Hip-Pocket Assessments
- Quizzes and Tests
- Skill Assessments

Module Nine: Assessing Learning after Training

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

Module Ten: The Long Term View

- Creating a Long Term Evaluation Plan
- Methods of Evaluation
- Documenting Lessons Learned

Module Eleven: 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

Module Twelve: Wrapping Up

- Words from the Wise
- Review of Parking Lot
- Lessons Learned
- Completion of Action Plans and Evaluations