PUBLIC PROGRAMME
Certificate of attendance provided
* minimum of 75% attendance

TRAINING NEED ANALYSIS

12-13 Feb. 2019
Date: 10-11 July 2019

Time: 9.00 am - 5.00 pm

Venue: DreamEDGE, Cyberjaya

Code: SSH2

OVERVIEW

The course helps participants to conduct a comprehensive and continuous analysis to determine company, department and individual training needs, at the same time able to identify and recommend training and development needs and priorities which contribute to organisational effectiveness.

OBJECTIVE

- Understand the systematic approach to training and development.
- Learn the process of training needs analysis.
- Identify the right methods and techniques in conducting the training needs analysis.
- Analyse the data collected accordingly.
- Recommend appropriate training solution in fulfillment of the requirements.

LEARNING OUTCOME

At the end of the training, participant will be able to:
- Conduct a comprehensive and continuous analysis to determine company, department and individual training needs.
- Identify and recommend training and development needs and priorities which contribute to organisational effectiveness.

TARGET

- Training officer
- Manager

COURSE CONTENT

- An Overview of a Systematic Approach to
- Training and Development
- An Introduction to Training Needs Analysis
- Method used in Gathering Data for Analysis of Training Needs
- Analysis of Training Needs Identifications Data
- Recommending Action and Presenting Persuasive Presentation

METHODOLOGY

- Training material : English language
- Lecture : Malay and/or English language
- Activities
- Q&A

Organised by

DreamEDGE
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NORMAL PRICE
RM1,750 Per Pax
*closing date : 4 Feb. 2019
3 July 2019

EARLY BIRD PRICE
RM1,550 Per Pax
*before : 11 Jan. 2019
3 June 2019

GROUP PRICE
RM1,450 Per Pax
*min three (3) pax

Office Address : C-16-01, Level 16, iTech Tower, Jalan Impact, Cyber 6, 63000 Cyberjaya, Selangor

Phone Number : +603 8320 3800 Ext : 116
Email Address : training@dreamedge.jp
Website : www.dreamedge.jp/training