

Training And Development For Dummies

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Then Elaine Biech ' s book in the " Dummy " series, Training and Development for Dummies " is for you. This book is a manual for trainers, regardless of whether you are a professional in the training field or you are a subject matter expert (SME – the 18 page Index says you can find information on SME ' s on pages 14, 47, 50, 72, 108, 147, and 211) who does occasional training.

Training & Development For Dummies: Amazon.co.uk: Biech ...

Description. Develop and deliver a robust employee training and development program. Training and Development For Dummies gives you the tools you need to develop a strong and effective training and development program. Covering the latest in talent development, this informative guide addresses classroom, virtual, and blended learning to open up your options and help you design the program that's right for your company.

Training and Development For Dummies - dummies

Training is a process designed to assist an individual to learn new skills, knowledge, or attitudes. As a result, individuals make a change or transformation that improves or enhances their performance. These improvements ensure that people and organizations are able to do things better, faster, easier, and with higher quality. Since the day you were born you have been learning and changing into the knowledgeable, skilled adult you currently are.

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Training & Development For Dummies eBook: Biech, Elaine ...

Save Training and Development For Dummies.By Elaine Biech . Training is about change. It is about transformation. It is all about learning. Training is a process designed to assist an individual to learn new skills, knowledge, or attitudes. As a result, individuals make a change or transformation that improves or enhances their performance.

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Develop a strong training and development program Foster a supportive and innovative work environment Learn about social learning, m-learning, and MOOCs Assess and evaluate your staff more effectively A great training and development program boosts performance.productivity, job satisfaction, and quality of services. whilereducing costs and supervision.

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Training For Dummies Cheat Sheet By Elaine Biech Setting yourself apart as a trainer and creating a successful training session means: practicing some basic training rules: avoiding trainer mistakes; using effective visual aids to enhance the training; encouraging people to get involved; and developing a creative learning environment.

Training For Dummies Cheat Sheet - dummies

Anytime you participate in a training program, whether it is in a virtual or a traditional classroom, whether it was off-the-shelf or developed from scratch, whether it was taught by someone inside your organization or an external vendor, whether it was a program teaching management development skills or word processing skills, chances are that the program was designed by following a specific process, or a representative ISD model.

The Training Cycle: An Overview - dummies

TRAINING FOR DUMMIES comes to the rescue with a plethora of advice, helpful tools, and resources as well as a clear articulation of WHY you do something (or don't do it) when training. Using Gagne's Nine Instructional Events and other solid, research-based instructional models, TRAINING FOR DUMMIES provides anyone - from novice to experienced trainer - a clear roadmap to success as a trainer.

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A great training and development program boosts performance, productivity, job satisfaction, and quality of services, while reducing costs and supervision. Investing in your employees gives an excellent ROI, as talent development is a primary driver behind both motivation and loyalty. Training and Development For Dummies