

Training Needs Assessment

(Course Information)

Introduction

This is a two-plus-two week training course. The first two weeks of class provide the necessary theory and inputs. Two extra weeks of credit are possible for those completing the practicum assignments within six-months after the class. The class will be conducted in English.

- Assess worker Characteristics
- Assess Work Settings for Transfer

Course goals

At the end of the course, participants will be able to:

- Identify causes of human performance problems
- Develop hypotheses for human performance problems
- Collect needs assessment data in organizational or industrial contexts
- Analyze needs assessment data
- Make recommendations for improving human performance problems
- Speak a common language of training needs assessment terms
- Continue to learn about training needs assessment through internet strategies

Who will benefit

This course is appropriate for Training supervisors, general managers, technical institute managers and department heads, instructional development personnel, curriculum development specialists.

Areas covered in the course

- The ISD Model
- To Train or Not to Train?
- Overview of Training
- Overview of Performance
- Overview of Human Performance Technology
- Training for Transfer
- Performance Improvement Framework
- ISD-Analysis Phase
- Conceptual Needs Assessment
- Determine Needs Assessment Purpose
- Develop Hypotheses for Observed Needs
- Use front end analysis
- Budget the TNA Study
- Develop Questionnaires
- Conduct a Needs Assessment Interview
- Identify a Random Sample
- Conduct an Employer Survey
- Use a Technical Advisory Committee
- Conduct Occupational Research
- Verify Occupational Research
- Conduct a Rapid Job Analysis
- Analyze Organizational Training Needs
- Select Data Collection Techniques

For further inquiries, please contact:

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