



Everything You Ever Needed to Know about Training: A One-Stop Shop for Everyone Interested in Training, Learning and Development

By Kaye Thorne

Kogan Page. Paperback. Book Condition: New. Paperback. 242 pages. Dimensions: 9.1in. x 6.1in. x 0.9in. The role of trainer has evolved in recent years to include internal consultant, learning adviser, facilitator of learning, e-learning designer and workplace coach, and as a result there is now a need for professional trainers to be able to identify their contribution to organizational performance. Now in its fourth edition, Everything You Ever Needed to Know about Training highlights the main stages of identifying, designing, and delivering learning and development programs. It provides key points to help the reader assimilate the concepts quickly and develop individual pathways to learning, and it incorporates new information on areas such as employer branding and how to become an employer of choice. Complete with detailed appendices that include checklists and surveys, evaluation forms, recommended reading and useful website addresses, it is the perfect tool for beginners and those who want to lead in the field of training and development. This item ships from multiple locations. Your book may arrive from Roseburg, OR, La Vergne, TN. Paperback.



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