## Recommended Reading List

Barbazette, J. (2006). *Training Needs Assessment: Methods, Tools, and Techniques.* Pfeiffer .

Baugh, L. S., & Jamper, R. J. (1995). *Handbook for Writing Proposals.* NTC Publishing Group.

Charney, C., & Conway, K. (2005). *The Trainer's Tool Kit.* AMACOM.

Kirkpatrick, D. L. (2006). *Evaluating Training Programs: The Four Levels (3rd edition).* Berrett-Koehler Publishers.

Kirkpatrick, D. L., & Kirkpatrick, J. (2007). *Implementing the Four Levels: A Practical Guide for Effective Evaluation of Training Programs.* Berrett-Koehler Publishers.

Merriam-Webster. (2001). *Webster's Business Writing Basics.* Federal Street Press.

Silberman, M. (2006). *The 2006 ASTD Training & Performance Sourcebook.* ASTD Press.

Tamblyn, D., & Weiss, S. (2000). *The Big Book of Humorous Training Games.* McGraw-Hill.

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