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From Analysis to Evaluation: Tools, Tips, and Techniques for Trainers (Paperback)

By Jane Bozarth

John Wiley Sons Inc, United States, 2008. Paperback. Condition: New. Language: English . Brand New Book. In this new book from the author of e-Learning on a Shoestring and Better than Bullet Points, Jane Bozarth has gathered a wealth of tools from leading training practitioners. Anyone from the interested manager to the experienced training professional can depend on this book when designing or delivering training. This single book contains all the valuable tools of the trade: worksheets for assessing training needs and writing goals and objectives; checklists for organizing the venue; and tools for analysis and structuring content. This remarkable resource also includes instant evaluation and measurement surveys, which can be customized freely from the companion website. In addition, Bozarth includes a wealth of invaluable advice for trainers at all levels on how to make effective use of props, staying energized, marketing training programs, and other things they don't tell you in train-the-trainer courses.



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