**OUTPUT - TRAINING AND DEVELOPMENT**

In your own perspective, explain the advantages and disadvantages below.

**ADVANTAGES:**

**a. Quality of work**

Training staff will raise the level and quality of their work. It provides them new skills and broadens their experience, allowing them to achieve greater results.

**b. Motivation**

Training your employees will build them a strong desire to do an excellent work. They will feel respected and appreciated since you invested the time to train and enhance their talents.

**c. Help build relationship**

Training involves a certain amount of teamwork and one-on-one time with coworkers, which is a good opportunity to learn how to work and meet new people.

**DISADVANTAGES:**

**a. Time**

It takes a long time to train employees. This time is commonly taken from a working day, which may have an impact on work and productivity.

**b. Cost**

External training providers and advanced courses can be costly, and even if the training is worthwhile, the company's budget may not allow for it.