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Jean Barbazette

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In today's highly competitive business environment, trainers are under increasing pressure to justify every training dollar. They must have a clear objective of what their training will accomplish and a specific plan for reaching their goal.   In this important resource, renowned training consultant and author Jean Barbazette presents a step-by-step approach?to successful training needs assessment. The author provides models and tools to help trainers become strategic and focused in order to achieve greater results. Training Needs Assessment will help any trainer go beyond the basics of asking a few questions in order to target their session. The book includes the critical information trainers need to select the right type of needs analysis and conduct the needs analysis appropriately. Training Needs Assessment also shows how to create a solid training plan that will help sell management on a program that will meet their business training needs.   Designed as a practical hands-on resource, Training Needs Assessment includes?a companion CD-ROM filled with dozens?of ready-to-use forms, templates, checklists, and data-gathering?tools to diagnose learning needs.   Training Needs Assessment is the second volume in Pfeiffer's The Skilled Trainer Series.   "In this volume, Jean Barbazette—a true training pro—shares her tips and tricks for conducting a training needs assessment. Theoretically sound, yet infinitely practical, Barbazette guides trainers through each phase of a needs assessment, from starting the process to reporting the data to management. This book is an essential tool for both trainers who need to learn about needs assessment on-the-job, and students in academic courses on instructional design, needs assessment, and training."   —Saul Carliner, Ph.D., CTDP, assistant professor, Graduate Program in Educational Technology, Concordia University, Montreal, Quebec, Canada   Jean Barbazette is the president of The Training Clinic, a training consulting firm, and author of Instant Case Studies, Successful New Employee Orientation, Second Edition, and The Trainer's Journey to Competence: Tools, Assessments, and Models, all from Pfeiffer, and The Trainer's Support Handbook.

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