

Professional Training Coordinator Certification Program

2026 January 4 – January 30
Boston, Massachusetts (USA)

UK Training

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Day 4: Evaluation and ROI

- Kirkpatrick's four levels of training evaluation
- Designing effective evaluation tools and surveys
- Analyzing training data and generating reports
- Calculating and communicating training ROI

Day 5: Strategic Training Management

- Developing a training strategy and annual plan
- Budgeting and resource allocation for training
- Managing stakeholder expectations
- Continuous improvement in training programs

Practical Wins for Participants

- Create a comprehensive training needs assessment plan
- Design a sample training curriculum with multimedia elements
- Develop an evaluation strategy for a training program
- Draft a strategic training plan aligned with organizational goals

A graphic of a chessboard with several chess pieces. A large gold king piece is in the foreground, with a silver pawn and a gold pawn behind it. The board is checkered and has a subtle grid pattern.

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