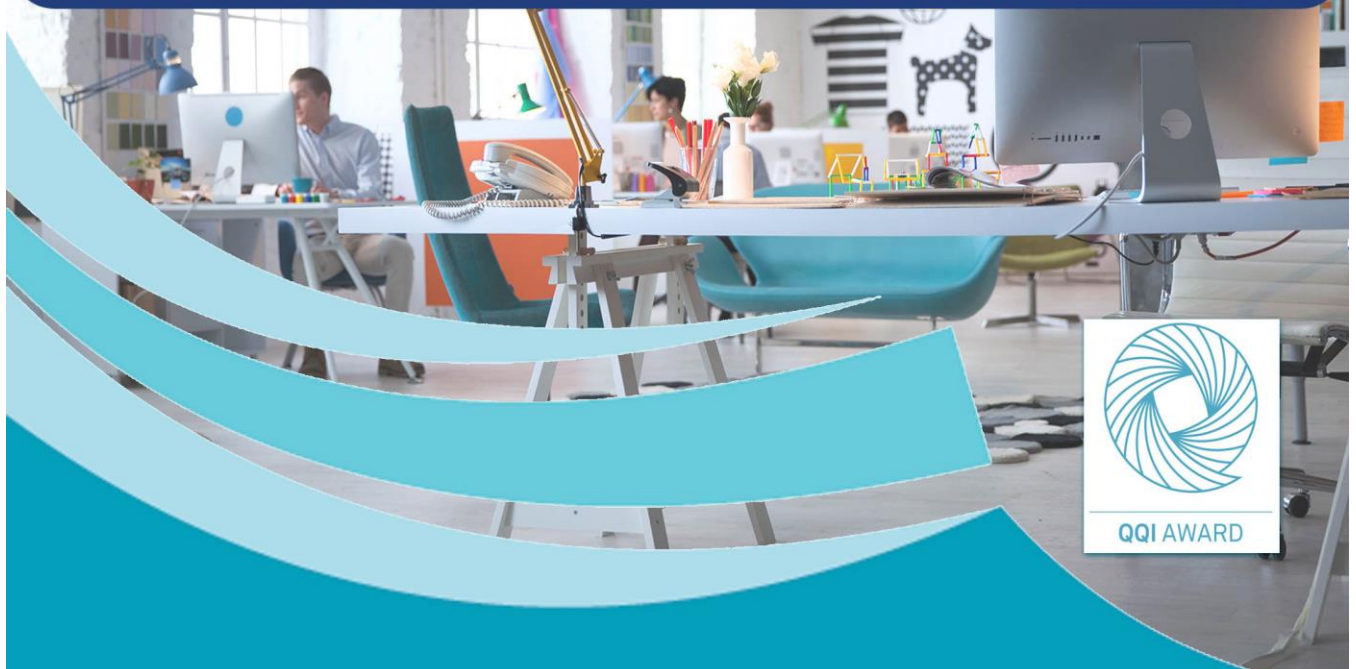


LIR BUSINESS SERVICES & TRAINING CENTRE LTD.

QQI Training Needs Identification and Design 6N3325

Course Information



| P: 044 - 934 2754 | | W: www.lirbusinesscentre.com |
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Programme Objectives

QQI Training Needs Identification & Design 6N3325

If you have ever considered training others in your own subject area of expertise, then this module will enable you to acquire the knowledge, skill and competence to identify training and development needs and design a program to meet that need within a range of training and development contexts. This is also an ideal module for those working in a position/supervisory position where they have to identify the gap in employee knowledge and skills in an organisation/company/HR setting.

This course, coupled with Training Delivery & Evaluation QQI Level 6 (6N3326), will lead you to the Training & Development Specific Purpose Award (QQI Level 6—6S3372).

Learning Outcomes

1. Examine the internal and external environmental factors influencing training and development requirements
2. Differentiate between the concepts of learning, training, development and education
3. Examine the impact of organisation strategy, policy, vision and mission on training and development
4. Examine the purpose of training and development in an organisational and or individual setting
5. Outline the benefits of training needs analysis at an organisation and or individual level
6. Assess a range of approaches and techniques to conduct a training needs analysis
7. Outline the stages in conducting a training needs analysis
8. Assess a range of Instructional System Design (ISD) models
9. Apply a comprehensive range of specialised skills and tools in identifying the barriers to training and attitudes to training in an organisation
10. Devise a training plan based on prioritised training needs to include a cost benefit analysis
11. Design a training intervention, that incorporates a range of design factors to include trainees, adult learning theories, motivation theories, objectives, exercises, training methods, learning aids, location and facilities
12. Develop appropriate training content and materials using a range of learning aids to include web-based facilities, software, flipcharts and handouts
13. Evaluate a range of performance management approaches in the context of identifying training and development needs
14. Conduct a Training Needs Analysis (TNA) to identify training and development needs for an organisation and or individual
15. Identify TNA outcomes in terms of gaps in knowledge, skills and attitudes

Entry Requirements

Leaving Certificate, QQI Level 5 Certificate or equivalent life/work experience

Assessment

Assignment 40% (2) and Project 60%

Duration

This Programme comprises of 1 module. The duration of this module is typically 150 hours. This is a combination of 50 hours of Directed Learning and 100 hours of Self-directed learning. The 50 hours of Directed Learning takes place in Classroom Attendance and 'Live' Tutor Online Classes. Self-directed Learning is learner-led, and it includes self-directed study, through Lir eLearning Hub, preparation and reflection time. There are Virtual Office Hours throughout the week also to give you the opportunity of meeting your Tutor online if you have any queries.

A Blended and Online Course with 'Live' Tutor classes, optional Virtual Office Hours and Tutorials and One-OR 5 x Workshops (1 day per week) or 8 x Evening Classes plus self-directed learning with online support.

Fees and Payment Options

- Course fee: see www.lirbusinesscentre.com or phone Lir Reception 044-9342754 for a Quote.
- Payment 1) In full, or 2) Flexi-payments/Funding 3) In-Company - separate quote.
- You may qualify for funding by contacting your local Intreo/DSP Office.

Entry Requirements

It is expected that you will have a range of learning styles, strengths and needs related to the programme and have the capacity to take responsibility for your own learning within the managed classroom and online environment provided by Lir Business Services & Training Centre Ltd.

A competency test may be carried out for English language and literacy and/or keyboarding/computer skills to ensure that you have the skills necessary to complete the programme.

Delivery Mode(s)

Delivery modes include:

- Centre-based (face-to-face 'Live Tutor' instruction/in a classroom/and online class environment)
- Workplace learning
- Blended learning (hybrid model where a portion of learning is classroom-based and a portion of which is web-based learning)

Learner Progression

Learners who successfully complete this course may use the associated credits towards a Major Award.

For more information, visit www.lirbusinesscentre.com.