



MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT

MIHRM is a member of the World Federation of People Management & Malaysia's HR Professional Body

How To Conduct Training Evaluation Using Various Tools and Process



<u>Nothern Region</u> •KISMEC, Kulim •Date to be announce based on response	<u>Southern Region</u> •Good Hope Hotel, JB •Date to be announce based on response
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<u>Klang Valley</u> •Armada Hotel, PJ •Date to be announce based on response
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Companies are interested in assessing the effectiveness of the training program. They want to determine if the time, money and effort devoted to training actually made a difference. They want to know if the employees have learned a new skill or behavior. Increased sales or more satisfied customers are the benefits they may look for after the training.

OBJECTIVES

- After the program, the participants should be able to:
- Explain why evaluation is important.
- Identify and choose outcomes to evaluate a training program.
- Discuss the process used to plan and implement a good training evaluation.
- Discuss the strengths and weaknesses of different evaluation designs.

FOR WHOM

HR Managers , Training Managers. Department Heads , Team Leaders and all those involved with the training function in various organizations

COURSE FEE

- RM 1100 + 6% GST per person (members only)
- RM 1200 + 6% GST per person (non- members)

Inclusive of lectures, exercises and case notes

FACILITATOR

An experienced HR Consultant / Practitioner with various industries background.

CANCELLATIONS & TRANSFER

If you are unable to attend, a substitute delegate is welcome to attend in your place at no additional charge. A full refund, less 10% administrative charges, will be given if cancellation is received in writing at least 7 days prior to the program. No refund can be made for cancellation received less than 7 days prior to the program.



MIHRM is a class A training provider (serial number: 3215)

REGISTRATION FORM

Please register me for .

Date of Training:

Membership No.

Name

Company

Designation

Address

Email Address

Tel No. (office)

(fax)

(mobile) Contact

Person

Enclosed cheque No./bank draft _for RM __being payment for_ participant(s).
(Payment made payable to "Malaysian Institute of Human Resource Management CIMB Account : 800 2324 212)

