



The Professional Trainer: A Comprehensive Guide to Planning, Delivering, and Evaluating Training Programs (Paperback)

By Robert H. Vaughn

BERRETT-KOEHLER, United States, 2005. Paperback. Book Condition: New. 2nd Revised edition. 226 x 152 mm. Language: English . Brand New Book. In today s highly competitive business world, people are the critical - sometimes only - difference between success and failure. As technology evolves, businesses must train employees, clients, and even customers more quickly and more often. In this rapidly changing climate, almost anyone can be called upon to be a trainer. Some relish the role, but most view it with trepidation. The Professional Trainer provides both full-time trainers and those who train only occasionally with the tools and techniques needed to rise to the challenge. A basic primer covering the entire training process, the book can also be used as a troubleshooting guide, with chapters on how to determine what skills and knowledge to include in a training program and the development of on-the-job lesson plans, checklists for progress evaluation, and information on when and how to use media support, and tools for making the learning process effective and attractive.

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Reviews

An extremely wonderful book with perfect and lucid explanations. This really is for those who statte that there had not been a worth reading. Your way of life span will be convert when you comprehensive reading this book.

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Very useful to any or all group of folks. It really is rally interesting throgh reading through period of time. Once you begin to read the book, it is extremely difficult to leave it before concluding.

-- **Mrs. Dorris Wintheiser**