

Training
Course

Evaluating Training Effectiveness and (ROI)

Course Plan

Introduction

In today's competitive business environment, organizations are investing heavily in training and development. However, measuring the true impact of these programs is often overlooked. This course provides participants with the frameworks, tools, and methodologies needed to assess training effectiveness and calculate return on investment (ROI). Through practical case studies, hands-on exercises, and real-world applications, participants will gain the expertise to demonstrate the value of training initiatives and align them with organizational goals.

Course Objectives:

- ✓ Understand key models for evaluating training effectiveness.
- ✓ Apply Kirkpatrick's Four Levels of Evaluation and other frameworks.
- ✓ Identify metrics and indicators to measure learning outcomes.
- ✓ Calculate ROI for training programs using proven formulas.
- ✓ Design evaluation tools such as surveys, tests, and observation checklists.
- ✓ Communicate training results effectively to stakeholders.
- ✓ Link training outcomes to business performance and strategic objectives

Who Should Attend?

- Training and Development Specialists
- HR Professionals
- Learning & Development Managers
- Training Consultants
- Talent Development Coordinators

Training Methods:

- ✓ Online Video material.
- ✓ Presentation.
- ✓ Live Interactive sessions.
- ✓ Course presenter will make extensive use of all tools that will be needed for the virtual environment.
- ✓ Questions & Answers

Course Outline:

Day One

- Introduction to Training Evaluation
- Importance of Measuring Training Impact
- Common Challenges in Evaluation
- Overview of Evaluation Models
- Kirkpatrick's Four Levels of Evaluation

Day Two

- Phillips ROI Methodology
- Identifying Training Goals and Objectives
- Defining Key Performance Indicators (KPIs)
- Tools for Data Collection (surveys, tests, interviews)
- Pre-training and Post-training Assessments

Day Three

- Behavioral Observation and Performance Metrics
- Linking Training to Organizational Strategy
- Cost-Benefit Analysis of Training Programs
- Calculating ROI Step by Step
- Case Studies: ROI in Real Training Programs

Day Four

- Using Technology for Evaluation (LMS & Analytics)
- Creating Dashboards and Reports
- Communicating Results to Stakeholders
- Evaluating Soft Skills Training vs. Technical Training
- Continuous Improvement Through Feedback Loops

Day Five

- Common Mistakes in Training Evaluation
- Legal and Ethical Considerations in Data Collection
- Building an Evaluation Plan for a Training Program
- Hands-on Workshop: Designing an Evaluation Framework
- Final Project: ROI Analysis Presentation

Training Details

Course Duration	5 Days
Pre-Schedule	18 – 22 Jan 2026
Venue	Le Merdein Hotel - Barcelona
Training Fees Per Person	KWD 1500 (One Thousand Five Hundred Only)
Course Fees Include	✓ Tuition documentation ✓ Curriculum and Training Handout ✓ Five star Lunch ✓ Completion Certificates