

PROFESSIONAL TRAINER ASSESSMENT

#	TOPIC	Knowledge/Experience					Comments
		1	2	3	4	5	
1	The steps for designing and delivering training						
2	How training fits to organizational/human resource strategy						
3	Conducting training needs assessments						
4	Performance improvement options other than training						
5	Principles of adult learning						
6	Differences in individual learning styles						
7	Effects of cultural differences						
8	Planning for transfer of training						
9	Writing learning objectives						
10	What to learn about participants						
11	Different methods that can be used for training						
12	How to optimally sequence course content						
13	How the learning environment impacts participants						
14	Selecting appropriate training technologies						
15	Using a facilitative style for promoting learning						
16	How to deal with problem participants						
17	Processing group activities						
18	How to evaluate training effectiveness						
<i>Key: 1 = None, 2 = Very Little, 3 = Moderate, 4 = Good, 5 = Could Teach</i>							