



*Training Course:
Training Management Professional*

*7 - 11 December 2025
Istanbul (Turkey)
DoubleTree by Hilton Istanbul Esentepe*

Training Course: Training Management Professional

Training Course code: MA235953 From: 7 - 11 December 2025 Venue: Istanbul (Turkey) - DoubleTree by Hilton Istanbul Esentepe Training Course Fees: 5500 ₺ Euro

Introduction

Training management plays a central role in developing human capital and achieving organizational goals by building employee capabilities and enhancing their competencies. With the fast-paced changes in today's work environment, there is an urgent need to manage training programs effectively, based on real performance gaps and aligned with strategic goals.

This program, developed by Global Horizon Training & Consulting Center, is designed to prepare professionals in the training field with the knowledge and skills needed to manage the training cycle efficiently—from needs assessment to measuring return on investment ROI.

Objectives

By the end of this program, participants will be able to:

- Understand modern concepts of training and organizational development.
- Identify and analyze training needs based on actual performance.
- Design appropriate training programs and effectively plan training resources.
- Manage implementation and monitor training quality.
- Evaluate training impact and align it with strategic goals.
- Use KPIs to measure ROI in training programs.

Methodology

The program employs a variety of interactive methods including:

- Theoretical and practical presentations
- Group workshops and interactive activities
- Case studies based on real work environments
- Open discussions and experience sharing

- Individual and group exercises simulating training management tasks

Organizational Impact

This program will help the organization:

- Enhance the quality and efficiency of the training process and align it with institutional goals
- Improve the utilization of training budgets and achieve higher ROI
- Develop a professional team capable of planning, executing, and evaluating training
- Support a culture of continuous learning and self-development
- Strengthen organizational competitiveness through talent development

Target Audience

- Training and organizational development managers and officers
- HR professionals and personnel officers
- Specialists in training plan development and performance reporting
- Internal trainers and workplace practitioners
- Anyone seeking to master training management and obtain a certified qualification

Outlines

Day 1: Introduction to Training Management

- Modern concept of training management
- Relationship between training and organizational performance
- Phases of training management
- Performance gap analysis
- Contemporary challenges in training management

Day 2: Needs Analysis and Program Planning

- Steps of Training Needs Analysis TNA
- Data collection tools and result analysis
- Preparing the annual training plan
- Aligning training with strategic goals
- Budget and resource allocation

Day 3: Designing and Developing Training Programs

- Key elements of effective training design
- Defining learning objectives and expected outcomes
- Selecting appropriate training methods
- Developing training packages and content
- Using technology in training design

Day 4: Training Implementation and Session Management

- Organizing and coordinating training programs
- Managing relationships with trainers and participants
- Monitoring and evaluating session performance
- Measuring participant satisfaction
- Handling unexpected situations during training

Day 5: Training Evaluation and ROI Measurement

- Kirkpatrick and other training evaluation models, including ROI
- Measurement tools and results analysis
- Writing training reports and performance indicators
- Developing continuous improvement plans
- Capstone project: preparing a comprehensive training plan

Registration form on the Training Course: Training Management Professional

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

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