



*Training Course:  
The Training Analyst*

*29 June - 3 July 2026  
Cape Town (South Africa)  
DoubleTree by Hilton Cape Town - Upper Eastside*

## Training Course: The Training Analyst

Training Course code: HR3053 From: 29 June - 3 July 2026 Venue: Cape Town (South Africa) - DoubleTree by Hilton Cape Town - Upper Eastside Training Course Fees: 6350 € Euro

### Introduction

In today's performance-driven environment, training functions are no longer judged by activity levels but by **measurable impact and business value**. Organizations expect learning and development initiatives to directly contribute to productivity, capability building, and strategic outcomes. This has elevated the role of the training professional into that of a **training analyst and performance consultant**.

This program provides a comprehensive and practical approach to **training analysis, measurement, and evaluation**, equipping participants with the tools to assess training effectiveness, optimize learning investments, and demonstrate tangible results. It integrates modern evaluation frameworks, including models such as Kirkpatrick Model and ROI-based methodologies, enabling participants to transform training into a value-generating function.

Through real-world case studies, applied exercises, and analytical tools, participants will learn how to measure not only knowledge acquisition but also behavioral change, competency development, and organizational impact.

### Program Objectives

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

- Measure training effectiveness using advanced evaluation models
- Analyze training data to identify trends and performance gaps
- Design measurable training outcomes aligned with business goals
- Evaluate competency, behavior, and performance improvements
- Calculate training ROI and demonstrate financial value
- Apply analytical tools to improve training efficiency
- Transform training functions into **strategic value contributors**

### Target Audience

- Training and Development Professionals
- Learning & Development Managers
- HR Business Partners
- Organizational Development Specialists
- Professionals responsible for evaluating training effectiveness

### Training Outline

#### Day 1: The Strategic Role of Training Analysis

- The evolution of training from cost center to value driver
- Defining training value and business impact
- Identifying stakeholders and internal "customers" of training
- Building auditable and structured training processes
- Managing training budgets and cost control
- Role of the training analyst in modern organizations
- Exercise: Mapping training value within the organization

#### Day 2: Learning Science and Performance Drivers

- Understanding how people learn: theories and applications
- Learning styles and their measurement
- Personality factors Big Five and training outcomes
- Barriers to learning and how to overcome them
- Retention and memory optimization techniques
- Motivation and engagement in learning environments
- Case study: Improving learning effectiveness

#### Day 3: Designing Measurable Training Programs

- Writing effective learning outcome objectives
- Aligning training objectives with business goals
- Essential documentation for structured training delivery
- Enhancing training through visual, audio, and digital tools
- Learning environment optimization space, tools, delivery methods
- Practical exercise: Designing a measurable training module

#### Day 4: Training Analysis & Measurement Frameworks

- Key training measurement areas cost, performance, competency
- Understanding competency frameworks and standards
- Measuring competency improvement and performance impact
- Linking competency to productivity outcomes
- Introduction to automation tools and software for training analysis
- Concept integration: Competence + Performance = Productivity
- Workshop: Designing a competency measurement model

#### Day 5: Reporting, ROI, and Strategic Impact

- Training evaluation frameworks including Kirkpatrick Model
- ROI calculation and financial impact analysis
- Developing training dashboards and reports
- Using formulas to demonstrate added value and efficiency
- Training as a potential profit center
- Evaluating training feedback tools and surveys
- Final case study: Demonstrating training success
- Action planning: Applying learning in the workplace

## Registration form on the Training Course: The Training Analyst

**Training Course code:** HR3053 **From:** 29 June - 3 July 2026 **Venue:** Cape Town (South Africa) - DoubleTree by Hilton Cape Town - Upper Eastside **Training Course Fees:** 6350 € Euro

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

### Delegate Information

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
 Personal E-Mail: .....  
 Official E-Mail: .....

### Company Information

Company Name: .....  
 Address: .....  
 City / Country: .....

### Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
 Personal E-Mail: .....  
 Official E-Mail: .....

### Payment Method

- Please find enclosed a cheque made payable to Global Horizon
- Please invoice me
- Please invoice my company

### Easy Ways To Register

Telephone:  
+201095004484 to  
provisionally reserve your  
place.

Fax your completed  
registration  
form to: +20233379764

E-mail to us :  
info@gh4t.com  
or training@gh4t.com

Complete & return the  
booking form with cheque  
to: Global Horizon  
3 Oudai street, Aldouki,  
Giza, Giza Governorate,  
Egypt.