Garnet
Garnet Global Training Center

GGT-ED-105

Education & Training Management

Assessment Design & Exam Development

تصميم التقييمات وإعداد الاختبارات

Duration	Language	Formats	Hours	Level
5 or 10 days	**English or Arabic**	**Classroom, online, in-house**	**35 / 70**	**Intermediate (practitioner)**

Overview

Assessment Design & Exam Development turns established good practice into step-by-step methods that participants rehearse in exercises and then apply at work. Programs for school leaders, trainers and learning professionals. You can join a public session in one of 20 cities or live online, in English or Arabic, or bring the course in-house with examples from your own operations.

What you will be able to do

- Apply the methods and standards of Assessment Design & Exam Development to real tasks.
- Follow safe, compliant and documented work practices.
- Avoid the mistakes that most often cause rework or failure.
- Share good practice with your team.
- Use the right tools, checks and calculations step by step.

Who should attend

School and university leaders, teachers, trainers and L&D specialists. Practitioners with one to five years of experience benefit most.

Key topics

- Learning design
- Assessment and evaluation
- Educational leadership
- Digital learning tools
- Quality assurance and accreditation
- Learner engagement

Formats and fees

5-day classroom	**USD 4,750**
5-day online	**USD 2,950**
10-day classroom	**USD 8,950**
10-day online	**USD 5,450**
In-house	**Quotation per group**

Fees per participant, excluding VAT.

Register or ask

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Email: info@garnettrainings.com

Training: training@garnettrainings.com

Web: garnettrainings.com

Sharjah Publishing City Free Zone, Sharjah, UAE

Certificate

Participants who attend at least 90% of sessions and complete the final assessment receive a certificate of completion stating 35 contact hours (5-day) or 70 contact hours (10-day).

5-day outline

Day 1 Assessment Design & Exam Development: principles and standards

- Assessment and evaluation
- Checklists and templates to take away

Day 2 Methods and tools in practice

- Educational leadership
- Digital learning tools

Day 3 Diagnosis and problem solving

- Quality assurance and accreditation
- Group discussion and peer review

Day 4 Quality, safety and documentation

- Learner engagement
- Measurement and reporting

Day 5 Workshop, assessment and action plan

- Learning design
- Hands-on workshop on a workplace challenge

10-day outline

Day 1 Assessment Design & Exam Development: principles and standards

- Assessment and evaluation
- Checklists and templates to take away

Day 2 Methods and tools in practice

- Educational leadership
- Digital learning tools

Day 3 Diagnosis and problem solving

- Quality assurance and accreditation
- Group discussion and peer review

Day 4 Quality, safety and documentation

- Learner engagement
- Measurement and reporting

Day 5 Workshop, assessment and action plan

- Learning design
- Hands-on workshop on a workplace challenge

Day 6 Advanced techniques and specialist practice

- Complex cases in depth
- Common mistakes and how to avoid them

Day 7 Digital tools, data and automation

- Analysis tools and software
- Using AI in this field

Day 8 Benchmarking against international practice

- Global performance benchmarks
- Regional and international case studies

Day 9 Capstone project

- Analyse a real challenge from your organisation
- Build the solution and implementation plan

Day 10 Presentations, final assessment and certificates

- Project presentations and review
- Final exam and certificate award

Schedule 2027–2030

Dates	Format	City	Language	Fee (USD)
8–12 Mar 2027	5-day classroom	Vienna	English	4,750
2–6 May 2027	5-day classroom	Manama	English	4,750
21–25 Jun 2027	5-day online	Live online	English	2,950
20 Sep – 1 Oct 2027	10-day classroom	Kuala Lumpur	English	8,950
3–14 Jan 2028	10-day online	Live online	Arabic	5,450
17–21 Apr 2028	5-day classroom	Dubai	Arabic	4,750
21–25 Aug 2028	5-day classroom	Paris	English	4,750
5–16 Nov 2028	10-day classroom	Doha	English	8,950
7–11 May 2029	5-day classroom	Amsterdam	English	4,750

Dates	Format	City	Language	Fee (USD)
11–22 Jun 2029	10-day classroom	Vienna	English	8,950
2–6 Jul 2029	5-day classroom	Singapore	English	4,750
8–12 Oct 2029	5-day online	Live online	English	2,950
11–15 Mar 2030	5-day classroom	London	English	4,750
5–9 Aug 2030	5-day classroom	Barcelona	English	4,750
21 Oct – 1 Nov 2030	10-day online	Live online	English	5,450
17–28 Nov 2030	10-day classroom	Riyadh	English	8,950

Customised and in-house versions of this course are available on request. garnettrainings.com/en/customise/