Garnet
Garnet Global Training Center

GGT-HR-105

Human Resources

Training Needs Analysis & Learning Evaluation

تحليل الاحتياجات التدريبية وتقييم التعلم

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

Overview

Training Needs Analysis & Learning Evaluation focuses on how the work is actually done: the methods, checks and decisions practitioners use every day, illustrated with real cases from the region. Build the people systems that attract, grow and keep the talent an organisation depends on. 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 Training Needs Analysis & Learning Evaluation to real tasks.
- Diagnose common problems and identify root causes.
- Interpret data and results correctly and act on them.
- Follow safe, compliant and documented work practices.
- Avoid the mistakes that most often cause rework or failure.

Who should attend

HR managers and business partners, recruiters, L&D and reward specialists. Practitioners with one to five years of experience benefit most.

Key topics

- HR strategy aligned to business goals
- Competency frameworks
- Labour law essentials in the region
- Metrics and HR analytics
- Engagement and retention
- Policy and process design

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 Training Needs Analysis & Learning Evaluation: principles and standards

- Metrics and HR analytics
- Hands-on workshop on a workplace challenge

Day 2 Methods and tools in practice

- Engagement and retention
- Policy and process design

Day 3 Diagnosis and problem solving

- HR strategy aligned to business goals
- Common mistakes and how to avoid them

Day 4 Quality, safety and documentation

- Competency frameworks
- Regional and international case studies

Day 5 Workshop, assessment and action plan

- Labour law essentials in the region
- Checklists and templates to take away

10-day outline

Day 1 Training Needs Analysis & Learning Evaluation: principles and standards

- Metrics and HR analytics
- Hands-on workshop on a workplace challenge

Day 2 Methods and tools in practice

- Engagement and retention
- Policy and process design

Day 3 Diagnosis and problem solving

- HR strategy aligned to business goals
- Common mistakes and how to avoid them

Day 4 Quality, safety and documentation

- Competency frameworks
- Regional and international case studies

Day 5 Workshop, assessment and action plan

- Labour law essentials in the region
- Checklists and templates to take away

Day 6 Advanced techniques and specialist practice

- Complex cases in depth
- Group discussion and peer review

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
- Measurement and reporting

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 Feb 2027	5-day online	Live online	Arabic	2,950
21–25 Jun 2027	5-day classroom	Amsterdam	English	4,750
5–9 Jul 2027	5-day classroom	Dubai	Arabic	4,750
11–22 Oct 2027	10-day classroom	London	English	8,950
15–26 May 2028	10-day classroom	Barcelona	English	8,950
5–16 Jun 2028	10-day online	Live online	Arabic	5,450
17–21 Jul 2028	5-day classroom	Singapore	English	4,750
11–15 Sep 2028	5-day classroom	Istanbul	English	4,750
15–19 Apr 2029	5-day classroom	Manama	English	4,750

Dates	Format	City	Language	Fee (USD)
7–11 May 2029	5-day online	Live online	Arabic	2,950
14–25 Oct 2029	10-day classroom	Jeddah	Arabic	8,950
19–23 Nov 2029	5-day classroom	Barcelona	English	4,750
8–12 Apr 2030	5-day classroom	Dubai	English	4,750
2–6 Jun 2030	5-day classroom	Doha	Arabic	4,750
19–30 Aug 2030	10-day classroom	Vienna	English	8,950
2–13 Dec 2030	10-day online	Live online	English	5,450

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