# **Training Development Process**

### The Training Process

Effective training starts well before the course is delivered. It is a process involving a series of steps that are followed to ensure all materials support the requirements of a training project. myPath Training and Employee Development follows standard instructional design principles to be as effective and efficient as possible when designing, developing, and delivering training.

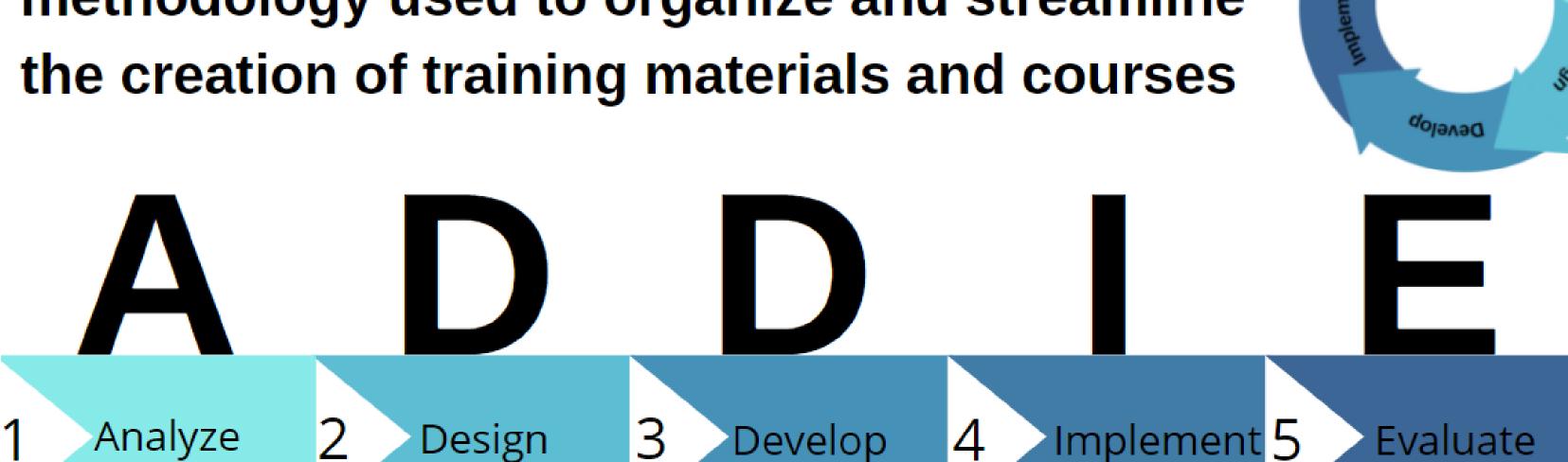
#### Instructional Design

Instructional Design is the process of combining information into a logical sequence or flow to create an engaging learning experience. This practice of creating instructional experiences makes the acquisition of knowledge and skills more efficient, effective, and appealing.

#### **ADDIE Model**

The ADDIE model is one of the most traditional approaches to Instructional Design and is often adopted because of its flexibility.

## The ADDIE Model: an instructional design methodology used to organize and streamline



Analysis of needs, requirements, tasks, as well as current knowledge and capabilities of participants

Document learning objectives and delivery format. Begin formulating types of training materials to be developed.

#### Develop

Develop course materials. Organize reviews, revisions, and final material sign off.

Conduct a training pilot. Final revision of materials. Deliver training.

Administer evaluations. Evaluate awareness, knowledge, results, and adjust as necessary.

Evaluate

Analyte