



# Training Design and Delivery: A Guide for Every Trainer, Training Manager, and Occasional Trainer

*Geri McArdle*

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## **Training Design and Delivery: A Guide for Every Trainer, Training Manager, and Occasional Trainer**

Geri McArdle

Develop training content that adheres to today's demanding standards.

Master trainer Geri McArdle's refresh of Training Design and Delivery makes accessible the proven principles and tools that countless trainers rely on.

Her third edition highlights new training delivery systems that have had an immediate and far-reaching impact on training. More importantly, it hones in on their technologies. McArdle has substantially added to the section on delivery and provides new chapters on project management and international training.

This simple, single-source guide to developing and implementing training belongs on the bookshelf of every trainer.

In this book you will learn:

- What it takes to meet standards of training design, development, and delivery
- How to use a multistep training program design tool to create a training module and program
- Which tools and techniques to use to open, conduct, and close a training.

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