



COURSE OVERVIEW HM0009-3D Strategic Learning & Development

Course Title

Strategic Learning & Development

Course Date/Venue

Session 1: July 26-28, 2026/Tamra Meeting Room, Al Bandar Rotana Creek, Dubai, UAE
Session 2: October 04-06, 2026/Sur Meeting Room, Royal Tulip Muscat, Muscat, Oman

Course Reference

HM0009-3D

Course Duration/Credits

Three days/1.8 CEUs/18 PDHs



Course Description



This practical and highly-interactive course includes various practical sessions and exercises. Theory learnt will be applied using our software tools.

This course is designed to provide participants with a detailed and up-to-date overview of Managing and Measuring Training, Learning and Development. It covers the training needs analysis process, training program development process, delivery process and effectiveness evaluation process; identifying training needs, designing and delivering effective training programs and evaluating the effectiveness of training programs; aligning training needs with organizational objectives and incorporating adult learning principles; using appropriate training delivery methods and measuring the impact of training on performance and productivity; selecting appropriate training methods and managing participant engagement and motivation; and using evaluation results to improve training programs.



During this interactive course participants will learn to calculate the ROI, manage training budgets and resources and design and implement effective learning; evaluate the performance of TLD management and measurement processes; measure the business impact of training programs and optimize the use of training resources; align learning and development programs with business goals and objectives; use ROI results to improve training programs and demonstrate value to stakeholders; leverage technology to support TLD management and measurement; manage stakeholder expectations and buy-in; evaluate the performance of TLD management and measurement processes; improve performance and effectiveness; and identify the importance of continuous improvement and optimization of TLD management and measurement processes.



Course Objectives/Outcomes & Benefits for the Participants

Upon the successful completion of this course, each participant will be able to:-

- Apply and gain an in-depth knowledge on managing and measuring training, learning and development
- Examine the issues related to measuring and maximizing training ROI and apply the training need analysis (TNA) techniques
- Develop and propose a business case for training to meet strategic business objectives
- Prepare an appropriate business model and analyze cost-benefit and return-on-investment for training and development activities
- Define training, learning and development (TLD) management and measurement
- Carryout training needs analysis process, training program development process, delivery process and effectiveness evaluation process
- Identify training needs, design and deliver effective training programs and evaluate the effectiveness of training programs
- Align training needs with organizational objectives, incorporate adult learning principles, use appropriate training delivery methods and measure the impact of training on performance and productivity
- Select appropriate training methods, manage participant engagement and motivation and use evaluation results to improve training programs
- Calculate the ROI, manage training budgets and resources, design and implement effective learning and evaluate the performance of TLD management and measurement processes
- Measure the business impact of training programs, optimize the use of training resources and align learning and development programs with business goals and objectives
- Use ROI results to improve training programs and demonstrate value to stakeholders
- Leverage technology to support TLD management and measurement as well as manage stakeholder expectations and buy-in
- Evaluate the performance of TLD management and measurement processes
- Improve TLD performance and effectiveness as well as discuss the importance of continuous improvement and optimization of TLD management and measurement processes

Exclusive Smart Training Kit - H-STK®



Participants of this course will receive the exclusive “Haward Smart Training Kit” (H-STK®). The H-STK® consists of a comprehensive set of technical content which includes **electronic version** of the course materials conveniently saved in a **Tablet PC**.

Who Should Attend


This course provides an overview of all significant aspects and considerations of managing and measuring training, learning and development for HR, L&D and training professionals, line managers and team leaders.

Course Certificate(s)


Internationally recognized certificates will be issued to all participants of the course who completed a minimum of 80% of the total tuition hours.

Certificate Accreditations

Haward's certificates are accredited by the following international accreditation organizations: -

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British Accreditation Council (BAC)

Haward Technology is accredited by the **British Accreditation Council** for **Independent Further and Higher Education** as an **International Centre**. Haward's certificates are internationally recognized and accredited by the British Accreditation Council (BAC). BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.

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The International Accreditors for Continuing Education and Training (IACET - USA)

Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units (CEUs)** in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology Middle East will award **1.8 CEUs** (Continuing Education Units) or **18 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant's involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant's CEU and PDH Transcript of Records upon request.

Accommodation

Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.



Course Instructor(s)

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:



Dr. Frederick Labuschagne, PhD, MBL, BA, BD, is a **Senior Management Consultant** with over **30 years** of extensive experience. His expertise includes **Office Management & Effective Administration Skills, Leadership & Management Skills, Leadership & Business Management, Advanced Supervisory Skills, Influence & Motivation Skills, Innovation & High Performance, Behavioral Skills, Emotional Intelligence & Organizational Reality, Motivating, Coaching, Counselling & Mentoring, Negotiation Skills, Strategic Thinking & Planning, Conflict Management, Time & Stress Management, Discipline & Punctuality, Interpersonal & Communication Skills, Seven Habits of Highly Effective People, Change Management Strategy, Strategic & Managerial Effectiveness, Critical Thinking, Interpersonal Skills, Communication Skills, Presentation Skills, Administration Skills, Performance Management, Change Management, Paradigm & Paradigm Shifts, Productivity & Efficiency Improvements, Organisational Management, Reinvention & Proficiency, Risk Management, Productive Change Management & Organizational Development, Production & Operations Management, Decision Analysis & Problem Solving, Essential Skills for Effective Training, Training Cycle Program, Effective Knowledge Sharing, Creating a High Performing Learning Culture, Fast-Track Development Program, Competency & Behavioural Based Interviewing, Recruitment & Interviewing Skills, Team Development, Orchestrating Team Performance, Work Effectively in Teams, Personal & Professional Development, Teambuilding Skills, Developing Effective Partnerships, Advanced Contract Management, Disputes & Claims, Marketing Skills, Technical & Business Report Writing, Document Control, Archiving & Documentation, Project Management, Finance & Asset Management, PERT CPM, Facilities & Jobs Design, and Systems Improvement, Human Relations and Organizations, Work Study and Product Improvement.**

Currently, Dr. Labuschagne is the **Lead Consultant** for the **Institute for Dynamic Interaction** where he spearheads **major international projects** and comprehensive presentations. Among these are sessions on Human Resource & Performance Management, **Personal & Professional Development**, Emotional Intelligence, Strategic Planning & Creative Thinking, Problem Solving, Personnel Development, **Team Building**, Effective Communication, Presentation & Interpersonal Skills, and Habits of Highly Effective People. Herein, he has built an evident reputation for first-class motivational team leadership management, development & **mentoring**, conforming to effective performance, analysing progress as well as identifying development requirements.

Dr. Labuschagne has **PhD** and **Master** degrees in **Business Leadership**, a **BA in Management** and is a Registered **MBTI** (Myers-Briggs Type Indicator) Consultant with the Consulting Psychologists & HR Development. Further, he is a **Certified Instructor/Trainer, Certified Trainer/Assessor** by the **Institute of Leadership & Management (ILM)** and has performed **numerous assessments** and **workshops** for renowned businesses, utilizing key success attributes in delivering feasible results & providing effective leadership. He has further delivered numerous trainings, courses, seminars, conferences and workshops globally.

Training Methodology

All our Courses are including **Hands-on Practical Sessions** using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

- 30% Lectures
- 20% Practical Workshops & Work Presentations
- 30% Hands-on Practical Exercises & Case Studies
- 20% Simulators (Hardware & Software) & Videos

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

Learning Design & Customization

This course can be customized to the exact requirements of clients. Haward Technology is so proud of our huge capabilities in tailoring our courses to the training needs of our valued clients.

Course Fee

US\$ 3,750 per Delegate. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Course Program

The following program is planned for this course. However, the course instructor(s) may modify this program before or during the course for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:

Day 1

0730 - 0800	<i>Registration & Coffee</i>
0800 - 0815	<i>Welcome & Introduction</i>
0815 - 0830	PRE-TEST
0830 - 0930	Introduction to Training Management <i>Definition of Training, Learning & Development (TLD) Management & Measurement • The Importance of TLD Management & Measurement in Organizations • The TLD Management & Measurement Process & Requirements • Component of the Training Process</i>
0930 - 0945	<i>Break</i>
0945 - 1030	Training Needs Analysis <i>The Training Needs Analysis Process • Apply the Techniques Training Need Analysis (TNA) • Techniques for Identifying Training Needs in Organizations • Importance of Aligning Training Needs with Organizational Objectives • Strategies for Prioritizing Training Needs</i>
1030 - 1230	Developing Training Programs <i>The Training Program Development Process • Prepare an Appropriate Business Model for Training & Development • Develop & Propose a Business Case for Training to Meet Strategic Business Objectives • Techniques for Designing Effective Training Programs • Importance of Incorporating Adult Learning Principles in Training Program Development • Strategies for Selecting Appropriate Training Methods</i>
1230 - 1245	<i>Break</i>



1245 – 1420	Delivering Training Programs The Training Program Delivery Process • Techniques for Delivering Effective Training Programs • Importance of Using Appropriate Training Delivery Methods • Strategies for Managing Participant Engagement & Motivation
1420 – 1430	Recap
1430	Lunch & End of Day One

Day 2

0730 – 0930	Evaluating Training Effectiveness The Training Effectiveness Evaluation Process • Techniques for Evaluating the Effectiveness of Training Programs • Importance of Measuring the Impact of Training on Performance & Productivity • Strategies for Using Evaluation Results to Improve Training Programs
0930 – 0945	Break
0945 – 1100	Measuring Learning & Development ROI The Learning & Development Return on Investment (ROI) Measurement Process • Techniques for Calculating the ROI of Training Programs • Importance of Measuring the Business Impact of Training Programs • Examine the Issues Related to Measuring & Maximizing Training ROI • Strategies for Using ROI Results to Improve Training Programs & Demonstrate Value to Stakeholders • Analyze Cost-Benefit & Return-On-Investment for Training & Development Activities
1100 – 1230	Managing Learning & Development Resources The Learning & Development Resource Management Process • Techniques for Managing Training Budgets & Resources
1230 – 1245	Break
1245 – 1420	Managing Learning & Development Resources (cont'd) Importance of Optimizing the Use of Training Resources • Strategies for Leveraging Technology to Support TLD Management & Measurement
1420 – 1430	Recap
1430	Lunch & End of Day Two

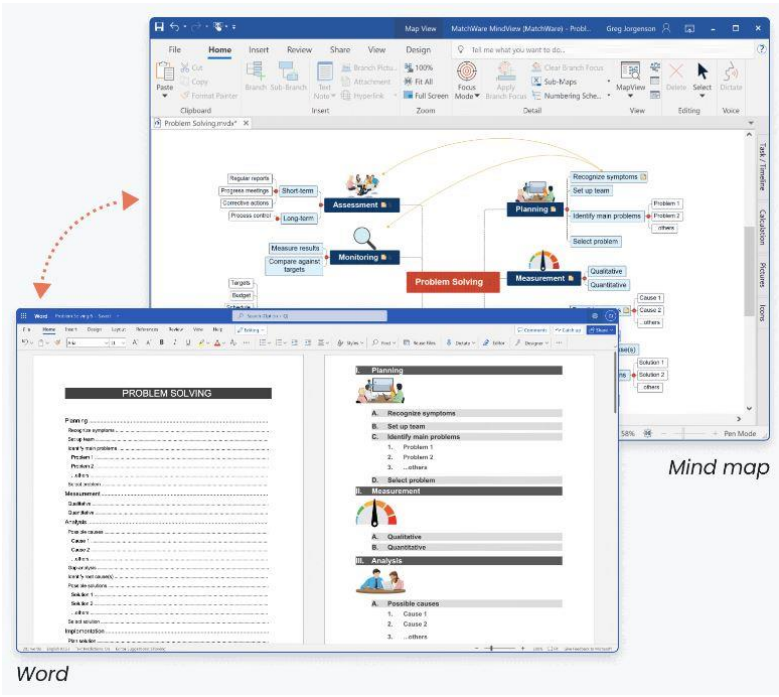
Day 3

0730 – 0930	Designing & Implementing Learning & Development Programs The Learning & Development Program Design & Implementation Process • Techniques for Designing & Implementing Effective Learning & Development Programs • Importance of Aligning Learning & Development Programs with Business Goals & Objectives • Strategies for Managing Stakeholder Expectations & Buy-In
0930 – 0945	Break
0945 – 1100	Performance Evaluation & Improvement in Learning & Development Techniques for Evaluating the Performance of TLD Management & Measurement Processes • Importance of Performance Metrics & Key Performance Indicators (KPIs)
1100 – 1230	Performance Evaluation & Improvement in Learning & Development (cont'd) Strategies for Improving TLD Performance & Effectiveness • Importance of Continuous Improvement & Optimization of TLD Management & Measurement Processes
1230 – 1245	Break

1245 – 1345	Managing & Measuring Training, Learning & Development Exam Preparation The Managing & Measuring TLD Exam Format & Content • Strategies for Exam Preparation & Study • Importance of Practice Exams & Mock Tests • Techniques for Managing Exam Anxiety & Stress
1345 – 1400	Course Conclusion
1400 – 1415	POST-TEST
1415 – 1430	Presentation of Course Certificates
1430	Lunch & End of Course

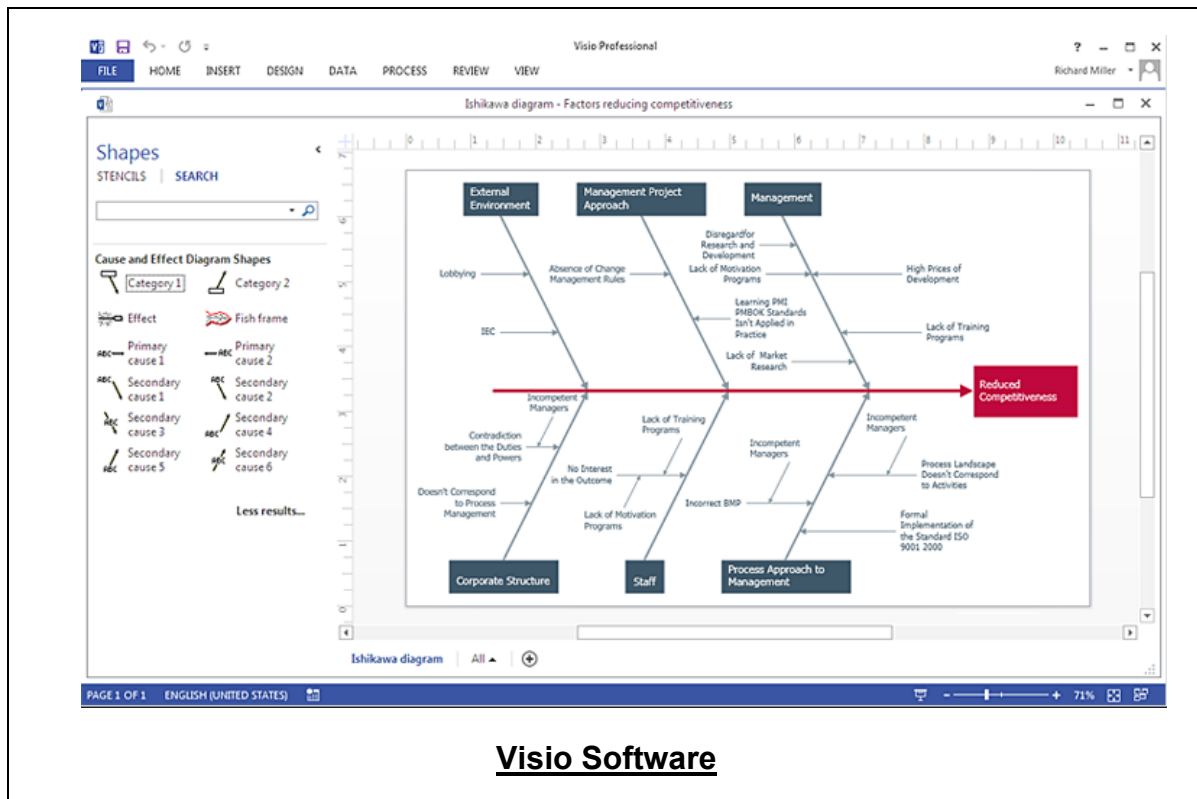
Software Tools Demonstration

Practical sessions will be demonstrated through software tools during the course for delegates. Delegates will have an opportunity to understand the exercises using the “Mindview Software”, “Visio Software”, “ChatGPT” and “PMI Infinity”.

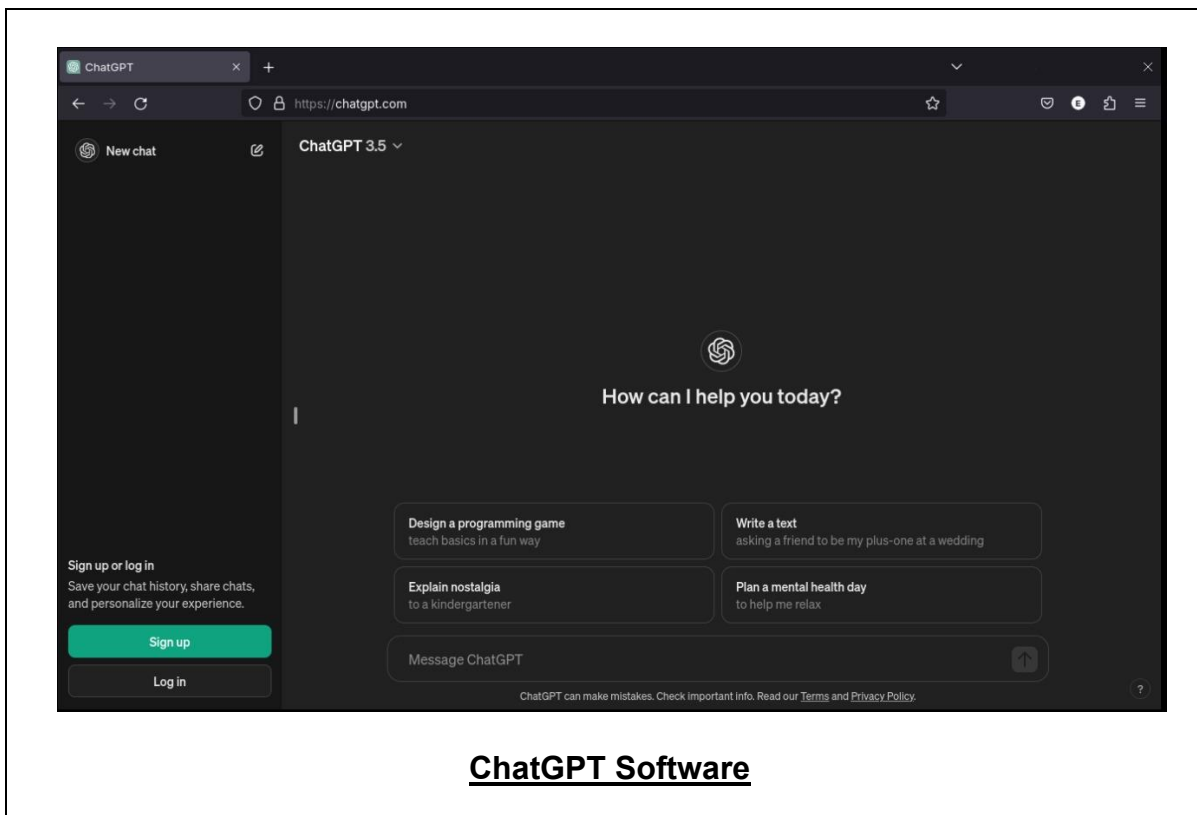


The screenshot displays the Mindview Software interface. At the top, a window titled 'MindView MindView (MindMap) - Probl...' shows a mind map with a central node 'Problem Solving' and several branches including 'Assessment', 'Planning', 'Monitoring', and 'Measurement'. Below this, a 'Word' document is open, showing a 'PROBLEM SOLVING' template with various sections like 'Planning', 'Measurement', and 'Analysis'. A red dashed arrow points from the mind map to the word document. The text 'Mind map' is written to the right of the software window, and 'Word' is written below the document window.

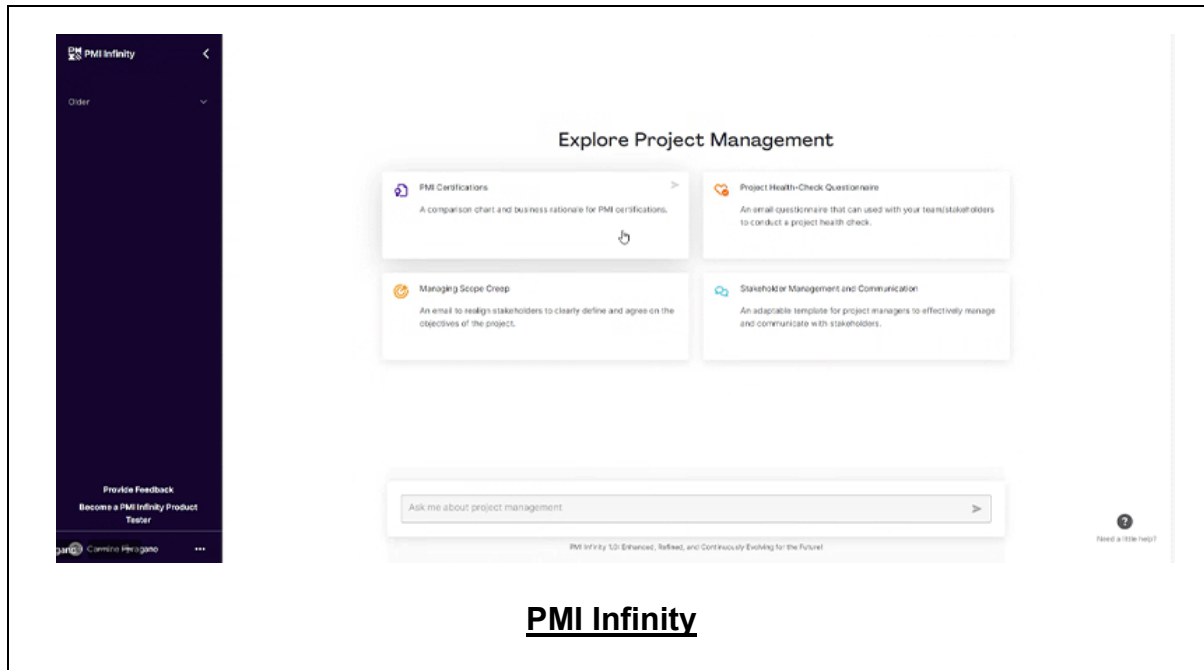
Mindview Software



Visio Software



ChatGPT Software



Course Coordinator

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