

Managing Training Projects: Tips, Tools, and Intelligence for Trainers (Infoline ASTD)



Any learning initiative designed to support an organizational change, whether it be implementation of Six Sigma or an enterprise resource planning system, the launch of a new product, mergers or acquisitions, and more, need good project management skills to succeed. This Infoline presents a project management process that will enable you, the workplace learning and performance professional, to manage training projects from conception to evaluation successfully. What's unique about this project management process is that it maps directly to the ADDIE (analyze, design, develop, implement, and evaluate) model of instructional systems development. Learn to define, plan, kick off, manage, and wrap up the training project with the helpful tips and tools provided here. Samples of project schedules, estimates, and budgets will help you get organized quickly, while the job aid will help you identify the key resources you'll need to get the job done, and done well.

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