

HRODC Postgraduate Training Institute

A Postgraduate-Only Institution

063

**Training Expenditure or Investment: Training Needs Analysis, Costing
and Budgeting for Accelerated Rate of Return**

Course or Seminar

Leading To:

DIPLOMA – POSTGRADUATE IN

*Training Needs Analysis,
Costing and Budgeting*

Accumulating to

POSTGRADUATE DIPLOMA

Progressing To A Masters Degree –

MBA – MSc - MA

Course Coordinator:

Prof. Dr. R. B. Crawford – Director of HRODC Ltd. and Director of HRODC Postgraduate Training Institute, A Postgraduate-Only Institution. He has the following Qualifications and Affiliations:

- Doctor of Philosophy {(PhD) (University of London)};
- MEd. Management (University of Bath);
- Advanced Dip. Science Teacher Ed. (University of Bristol);
- Postgraduate Certificate in Information Systems (University of West London, formerly Thames Valley University);
- Diploma in Doctoral Research Supervision, (University of Wolverhampton);
- Teaching Certificate;
- Fellow of the Institute of Management Specialists;
- Human Resources Specialist, of the Institute of Management Specialists;
- Member of Academy of Management (MAoM), within the following Management Disciplines:
 - Human Resources;
 - Organization and Management Theory;
 - Organization Development and Change;
 - Research Methods;
 - Conflict Management;
 - Organizational Behavior;
 - Management Consulting;
 - Gender & Diversity in Organizations; and
 - Critical Management Studies.
- Member of the Asian Academy of Management (MAAM);
- Member of the International Society of Gesture Studies (MISGS);
- Member of the Standing Council for Organisational Symbolism (MSCOS);
- Life Member of Malaysian Institute of Human Resource Management (LMIHRM);
- Member of ResearchGate Community;
- Member of Convocation, University of London;
- Professor HRODC Postgraduate Training Institute.

Prof. Crawford was an Academic at:

- University of London (UK);

- London South Bank University (UK);
- University of Greenwich (UK); and
- University of Wolverhampton (UK).

For Whom This Course is Designed
This Course is Designed For:

- Senior Auditors;
- Senior Accountants
- Budget Controllers;
- Budget Analysts;
- Senior Expenditure Advisors;
- Senior Investment Advisors;
- Chief Investment Analysts;
- Talent Managers;
- Senior Talent Acquisition Experts;
- Senior Cost managers;
- Cost Accountants;
- Management Accountants;
- Chief Executives;
- Chief Executive Officers;
- Training Officers;
- Human resource Professionals;
- Human Resource Development Directors;
- Human Resource Development Managers;
- Employee Development Officers;
- Divisional Managers;
- Vice President - Human Resource;
- Vice president – Employee Development;
- Finance Directors;
- Executive Officers;
- Business Managers and Owners;
- Budgeting and Financial Reporting Officers;
- Business and Management Consultants;

- All others desirous of heightening their knowledge and expertise in training and development as investment, and those with direct or advisory investment and budgeting responsibility.

Duration:5 Days

Cost:£5,000.00Per Delegate

Please Note:

- V.A.T. (Government Tax) does not apply to Corporate Sponsored Individuals, taking Programmes or Courses in any location - within or outside the UK.
- It applies only to Individuals and Corporations based in the UK and to Non-UK Individual Residents taking courses in the UK

Cost includes:

- Free Continuous snacks throughout the Event Days;
- Free Hot Lunch on Event Days;
- Free City Tour;
- Free Stationery;
- Free On-site Internet Access;
- Diploma – Postgraduate –in **Training Needs Analysis, Costing and Budgeting** ;or
- Certificate of Attendance and Participation – if unsuccessful on resit.

HRODC Postgraduate Training Institute's Complimentary Products include:

1. HRODC Postgraduate Training Institute's **Leather Conference Folder**;
2. HRODC Postgraduate Training Institute's **Leather Conference Ring Binder/ Writing Pad**;
3. HRODC Postgraduate Training Institute's **Key Ring/ Chain**;
4. HRODC Postgraduate Training Institute's **Leather Conference (Computer – Phone) Bag** – Black or Brown;
5. HRODC Postgraduate Training Institute's **8GB USB Flash Memory Drive**, with Course/ Programme Material;
6. HRODC Postgraduate Training Institute's**Metal Pen**;
7. HRODC Postgraduate Training Institute's **Polo Shirt**.

****Please see product images, as a separate file - Complimentary Products For Students and Delegates, from HRODC Postgraduate Training Institute.****

Daily Schedule:9:30 to 4:30 pm.

Location: Central London and International Locations

**Training Expenditure or Investment?: Training Needs Analysis, Costing and Budgeting for Accelerated Rate of Return
Leading to Diploma-Postgraduate in Training Needs Analysis, Costing and Budgeting**

Course Objectives

By the conclusion of the specified learning and development activities, delegates will be able to:

- Determine how organisational control helps accomplish organisational goals;
- Identify the characteristics of effective organisational control systems;
- Learn about the import-conversion-export-process;
- Enumerate the stages in operational control;
- Know the activity involved in loading;
- Ascertain how sequencing is done;
- Perform detailed scheduling
- Describe the purpose of inventory control in the maximisation of profit;
- Evaluate the importance of cost control;
- Explain how quality control ensures the maintenance of proper standards in manufactured goods;
- Relate the significance of budgeting as a control mechanism;
- Establish the link between budgeting and the controlling of organisational resources;
- Distinguish between traditional methods of resource allocation and modern approaches to resource allocation;
- Name the types of responsibility centres and describe each;
- Suggest ways of effectively managing organisational resources;
- Establish the relationship between strategic management and resource management;
- Explain the conflict between corporate and operational management in relation to resource utilisation;
- Enumerate the functions of management;
- Describe planning as a function of management;

Course Contents, Concepts and Issues

- Organisational Control;
- Organisational Control Systems;
- Operational Control;
- Loading –
- Sequencing -
- Managing Organisational Resources;
- Relationship between Strategic Management and Resource Management;
- Conflict between Corporate and Operational Management In Relation To Resource Utilisation;
- Organisational Training Needs Analysis;
- Subsystem Training Needs Analysis;
- Individual Training Needs Analysis;
- Approaches, Methods and Techniques of Training Needs Analysis;
- Approaches to and Methods of Training Needs Analysis;
- Approaches to Training Needs Analysis;
- Methods of Training Needs Analysis:
 - Focus Groups;
 - Action Learning:
 - ✚ Learning By Doing;
 - ✚ Experiential Learning;
 - ✚ Reflecting on Practice;
 - ✚ Being Open;
 - ✚ Sharing Ideas;
 - ✚ Collaborating;
 - ✚ Synergy;
 - ✚ Learning to Learn;
 - ✚ Life-Long Learning; and
 - ✚ Learning In the Workplace
 - ✚ “Improved Strategic Thinking Ability;
 - ✚ Understanding Group Processes and Organisational Change;
 - ✚ Improved Understanding between Sections Of The Organisation;

- ✚ Development of New Skills (e.g., Leadership, Problem-Solving, Communication, Questioning. Presentation and Process Facilitation Skills);
- ✚ Ideas for Future Projects and Programs;
- ✚ A Concrete Outcome of Benefit to the Organisation and Program Participants; and
- ✚ High Proven Returns on Investment in the Action Learning Program”
- ✚ Action Research;
- ✚ Process Management;
- ✚ Assessment Centres;
- ✚ TNA 2000;
- ✚ Techniques of TNA.

➤ Sources of Information for Training Needs Analysis (TNA):

- Strategic Plans;
- Tactical Plans;
- Operational Plans;
- Strategic Operational Review;
- Human Resource Plan;
- Succession Plan;
- Human Resource Audit;
- Critical Incident Reports;
- Individual Performance Appraisal Reports;
- Personnel Deployment Charts;
- Business Plans;
- Strategic Plans;
- Job Evaluation or Job Tasks and Role Analysis;
- Client or Customer Feedback.

➤ Throughput Accounting:

- Throughput Accounting: An Introduction;
- Determining whether a Programme or event Increases Throughput;
- Effect of Reducing Investment (Inventory) (money that cannot be used) in Business and Non-Business Organisations;
- Reducing Operating Expense.

➤ Efficiency Gains:

- Defining Efficiency Gains;

- Measuring Efficiency Gains;
- Improving Efficiency Gains.
- Substituting the concept of 'Efficiency Gains', in Throughput Accounting, for the Concept of Net Profit in Training Departments, as in:
 - Net profit (NP) = Throughput - Operating Expense = T-OE
 - Return on investment (ROI) = Net profit / Investment = NP/I
 - Productivity (P) = Throughput / Operating expense = T/OE
 - Investment turns (IT) = Throughput / Investment = T/I
- Difference between Education, Training and Development;
- Training and 'Opportunity Cost';
- Calculating Rate of Return from Training Investment;
- Investors in People (IIP): The British Model.

Service Contract, incorporating Terms and Conditions

Click, or copy and paste the URL, below, into your Web Browser, to view our Service Contract, incorporating Terms and Conditions.

https://www.hrodc.com/Service_Contract_Terms_and_Conditions_Service_Details_Delivery_Point_Period_Cancellations_Extenuating_Circumstances_Payment_Protocol_Location.htm

The submission of our application form or otherwise registration by of the submission of a course booking form or e-mail booking request is an attestation of the candidate's subscription to our Policy Terms and Conditions, which are legally binding.

Prof. Dr. R. B. Crawford - Director HRODC Postgraduate Training Institute