

Learning Short-take™



TPC Learning Short-takes™ Title List

Learning Short-takes™ could be used in any or all of the following ways:

Individual Professional Development: Designed to provide specific self-paced learning and enabling individuals to meet performance goals. Assists HR professionals to provide measurable learning for individuals.

Pre-course work for all participants:

Issued to participants to accelerate learning prior to the upcoming training course. This method can be used to enable the training to begin 'instantly' while the instructed training course is being developed around more specific content.

During Course training materials:

For participants attending face-to-face training Learning Short-takes™ provide easy to distribute course materials for in-class participants. Alternatively, if the program is delivered at a distance, the facilitator may choose to debrief the Learning Short-take™ completed as pre-course work, or use the Learning Short-take™ during the distance learning session.

Post-Course training materials:

Learning Short-takes™ can be used as a refresher for training already delivered or can provide 'stretch activities' for participants to further enhance skill development and the retention of learning.

For Managers: A Learning Short-take™ Managers Coaching Kit is provided as a free download to assist Managers with guidance for the three parts of the Learning Short-take™ training process before the training, during the training and importantly how to support and coach after the training.

Management & Leadership Series

- High Performance Learning
- Making Meetings Work
- Managing Organizational Change
- Persuasive Presentation Skills
- Recruiting for Results
- Successful Project Management
- The Effective Leader

Sales & Customer Service Series

- Negotiating for Success
- Negotiating for Success - The Next Step
- Negotiating the Million Dollar Deal
- Sales Force Leadership
- Understanding Customer Motivation
- Understanding Relationship Selling

Professional Development Series

- Confident Facilitation Skills
- Creative Business Thinking
- Effective Time Management
- Influencing for Opportunity
- Listen and Be Listened To
- Understanding and Managing Diversity

Trainer Development Series

- Adult Learning Principles 1
- Adult Learning Principles 2
- Adult Learning Principles 3
- High Performance Learning
- Debrief and Feedback Strategies
- Fast-track Instructional Design
- Internal Performance Consulting
- Strategic Training Management

The Performance Company
Delivering training solutions.