

Figure 5.2a-_: Training Design, Reinforcement, Delivery and Evaluation Methods

Delivery Method Type	Delivery Method Description	New Staff	Operational Staff	Technical Staff	Management Staff	Knowledge, Skills Reinforcement, Retention Methods	Effectiveness Evaluation Method	Design Method
Formal Methods								
Classroom	Instructor (internal/external)	X	X	X	X	In-class Examinations, Employee Records updated	Performance Review & Evaluation process	Design, Development, Delivery process
Computer Based								
University Courses								
Video								
Mentoring								
Informal Methods								
On-The-Job						X		
Peer Training								

Replace exemplary information with information representative of your organization. [Blue](#) underlined words link to [other Templates](#), Results Charts, and [Best Practices](#).

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