

Training Activities Report

Identifies scheduled Training Courses/Activities for selected time period. This includes # of Trainees, Frequency, Media, Length, Personnel/ Facility Requirements and how well is the course aligned with operational requirements.

Period: 2017-01-01 to 2017-01-31
 Prepared by: BNH Director
 Date: September 2017

Course Title	Reference Code	# of Trainees	Client	Target Audience	Type	Frequency	Delivery Media	Length (hrs)	Personnel	Facilities	Alignment
Leadership: Decisiveness Intro	L01	100	ABC	Online Managers	Knowledge	16	CBT	4	Leadership Instructor	Computer Lab	Low
Leadership: Developing Others	L03	75	ABC	Supervisors	Knowledge	9	Webex	8	Leadership Instructor	Classroom	Medium
Leadership: Influencing/Negotiating	L04	60	ABC	Supervisors	Knowledge	7	ILT	8	Leadership Instructor	Classroom	Medium
Leadership: Leveraging Diversity Intro	L05	75	ABC	Online Managers	Knowledge	7	CBT	4	Diversity Instructor	Computer Lab	High
Leadership: Team Building Intro	L07	30	ABC	Online Managers	Knowledge	3	CBT	4	Team Building Instructor	Computer Lab	High
Leadership: Decisiveness Advanced	L02	50	ABC	Supervisors	Knowledge	8	ILT	4	Leadership Instructor	Classroom	Medium
Leadership: Leveraging Diversity Advanced	L06	40	ABC	Senior Managers	Knowledge	6	ILT	4	Diversity Instructor	Classroom	Low
Leadership: Team Building Advanced	L08	20	ABC	Supervisors	Knowledge	3	ILT	4	Team Building Instructor	Classroom	Medium
General: Accountability Intro	G01	80	ABC	Online Managers	Knowledge	8	CBT	4	Communication Instructor	Computer Lab	High
General: Accountability Advanced	G02	40	ABC	Supervisors	Knowledge	6	ILT	4	Communication Instructor	Classroom	High
General: Change Management Intro	G03	60	ABC	Online Managers	Knowledge	6	ILT	4	Change Management Instructor	Classroom	High
General: Change Management Advanced	G04	35	ABC	Supervisors	Knowledge	5	ILT	4	Change Management Instructor	Classroom	Medium
General: Communication Intro	G05	120	ABC	Online Managers	Knowledge	12	CBT	4	Communication Instructor	Computer Lab	Low
General: Communication Advanced	G06	65	ABC	Supervisors	Knowledge	10	ILT	4	Communication Instructor	Classroom	Low
Total		850						64			