Training Needs Assessment System (TNAS)

Making training needs assessment
fast, easy, accurate and low-cost

HR managers
Training Managers
Training Providers

Corporate
Business companies
Government departments

Appropriate training can only be
developed if the training needs
assessment is identified carefully

The Latest Training Needs Assessment System

At the core of any effective training program is correctly identifying what needs to be trained. Poorly conducted needs analyses can lead to training solutions that train the wrong competencies, the wrong people, and use the wrong learning methods. A needs assessment is the process of identifying performance requirements and the "gap" between what performance is required and what presently exists.

Why Training Needs Assessment (TNA)?

Many organisations fail to acknowledge the importance of the TNA step in their training interventions. They spend money on training without proper analysis of how such training could help their strategic needs.

- Skipping over TNA causes over 90% training program failure rate.

- TNA is an essential requirement for effective training.

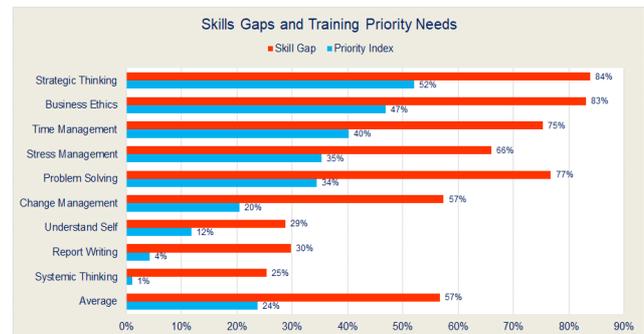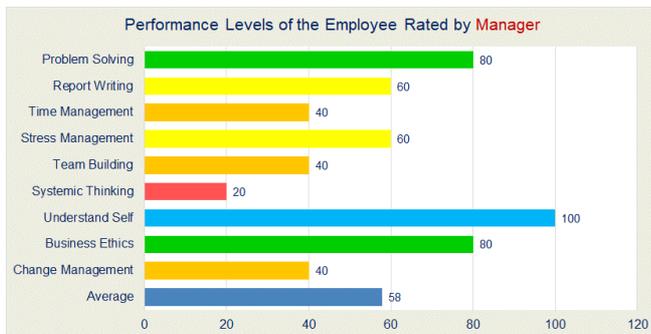- Traditional TNA was difficult, time consuming and costly.

Training Needs Assessment system (TNAS)

TNAS helps you identify what training you will need. It is an easy, accurate and low-cost Training Needs Assessment system which allows you to:
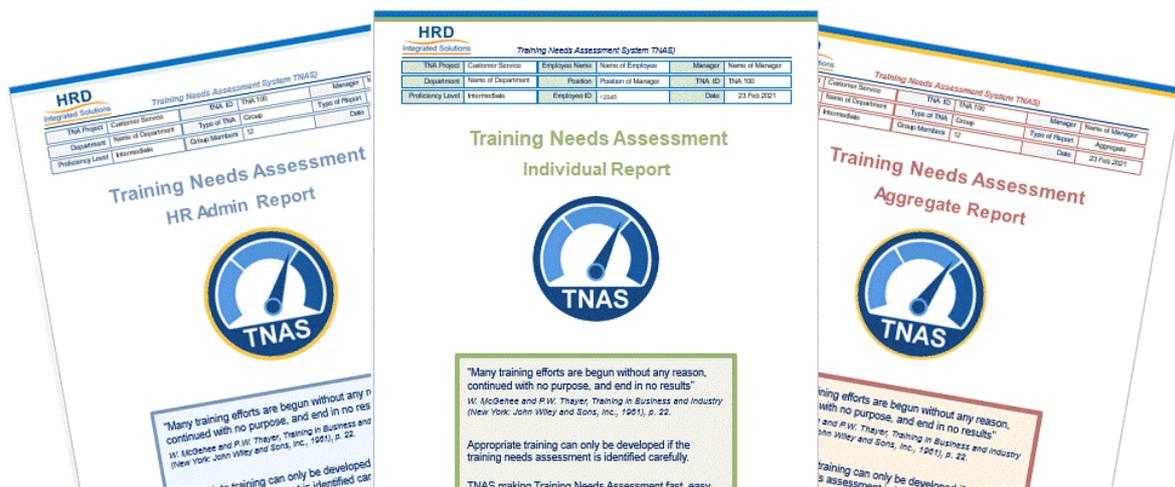
- Train the right employees, with the right programme

- Prioritise training needs with the highest business impact

- Minimise the Scrap Learning.

- Achieve a greater return on training investment

| Identify Required **Skills** | → | Assess **Importance** of Skills | → | Assess Employee **Performance** | → | Analyse **Performance - Importance** | → | Report **Training Needs** |

Steps for identifying training needs in TENAS

Performance Levels of the Employee Rated by Manager

Skill	Value
Problem Solving	80
Report Writing	60
Time Management	40
Stress Management	60
Team Building	40
Systemic Thinking	20
Understand Self	100
Business Ethics	80
Change Management	40
Average	58

Skills Gaps and Training Priority Needs

■ Skill Gap ■ Priority Index

Skill	Priority Index	Skill Gap
Strategic Thinking	52%	84%
Business Ethics	47%	83%
Time Management	40%	75%
Stress Management	35%	66%
Problem Solving	34%	77%
Change Management	20%	57%
Understand Self	12%	29%
Report Writing	4%	30%
Systemic Thinking	1%	25%
Average	24%	57%

Clear Results and Multiple Reports

HRD Integrated Solutions
Training Needs Assessment System (TNAS)

Training Needs Assessment
HR Admin Report

"Many training efforts are begun without any reason, continued with no purpose, and end in no results"
W. McGehee and P.W. Thayer, Training in Business and Industry (New York: John Wiley and Sons, Inc., 1961), p. 22.

Appropriate training can only be developed if the training needs assessment is identified carefully.

HRD Integrated Solutions
Training Needs Assessment System (TNAS)

TNA Project	Customer Service	Employee Name	Name of Employee	Manager	Name of Manager
Department	Name of Department	Position	Position of Manager	TNA ID	TNA 100
Proficiency Level	Intermediate	Employee ID	12345	Date	23 Feb 2021

Training Needs Assessment
Individual Report

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TNAS making Training Needs Assessment fast, easy,

Training Needs Assessment
Aggregate Report

Training Needs Assessment system (TNAS)

We combined 15 years of research to make Training Needs Assessment fast, easy, accurate and low-cost

TNAS is an easy, accurate and low-cost Training Needs Assessment system which allows you to:

- Train the right employees, with the right programme
- Minimise the Scrap Learning.

- Prioritise training needs with the highest business impact
- Achieve a greater return on training investment

Benefits of TNAS

Benefits to Organisations

- Increases productivity and optimises resources
- Helps manage training budgets effectively
- Produces high quality management information
- Maintains training and development records

Benefits to HR and Training Managers

- Helps in identifying skills and performance gaps
- Addresses these gaps with appropriate training
- Determines what kind of training is required.
- Increases effectiveness of training programmes

Benefits to Employees

- Ensures right people get the right training
- Establishes relevance of training for employees
- Fosters a healthy coaching and mentoring culture
- Increases staff motivation and satisfaction

Features of TNAS

What, Why and Who	TNAS answers What training is needed and Why, and Who needs it?
Scalability	Use TNAS for individuals or groups with or without manager or employees assessment.
Customisation	TNAS can be customised as you can define your own required skills or training areas as the basis for the assessment.
Occupational and Individual Needs	TNAS supports both Occupational assessment (position requirements) and Individual assessment.
Skills Library	Over 700 skills classified into 50 categories, allow you to customise and build your exact skill sets
Skills Gap	TNAS identifies skills gap based on skill importance and current employees performance levels.
Built-in Intelligence	TNAS built-in Intelligence calculates training priorities using "Priority Index" parameter.
Detailed Report	TNAS generates a detailed report with current skill levels analysis and proposed training plan.
Three Types of Reports	Report for employees, report for managers and report for HR Admin
Learning Dimension	Reports include learning and education sections to educate the employees.
Personal Development Plan	TNAS helps employees to create their action plan based on needs

Save Time & Money, Improve Performance and Maximise the Return on Investment of Your Training Programmes

Examples of applications of Alpha Assessment Systems for reputed organisations

MOHAMMED BIN RASHID SPACE CENTRE

Application of MAP system among other tests to select astronauts in Mohammed bin Rashid Space Center

U.A.E. Central Bank

Application of 360-degree feedback for leadership development in the Central Bank of Abu Dhabi

Dubai Airports

Application of TENAS system to determine the training needs in Dubai Airport Training Center