Fast-Track Qualification

Advanced Award in Designing, Delivering and Evaluating Learning and Development

The A-Z of effective learning and development practice

8 – 12 December 2019
Dubai, UAE

Also available for in-house delivery upon request.
Course overview

To develop, design and launch successful L&D programmes, an up-to-date knowledge of theory and emerging trends is needed. Crucially, this knowledge has to be paired with both an appreciation of business drivers and a strategic mindset.

From identifying a learning need through to establishing return on investment, this postgraduate-level qualification will equip you with a comprehensive understanding of how to design and deploy successful learning activities. Training will focus on developing your analytical skills and use of reflection to develop practical solutions to a range of common business challenges.

This qualification is ideal for you if you want to design, develop and deploy successful L&D programmes to meet business needs. This is a fast-track qualification programme, which means you will only attend one week of face-to-face workshops with the remaining assessment completed within eight weeks after the workshops.

Key outcomes

On completion of the programme, you will be able to:

- **Analyse** the internal and external factors impact on L&D
- **Demonstrate** a commitment to diversity in L&D
- **Identify** how to engage with a wide range of stakeholders
- **Evaluate** a range of approaches for establishing learning needs within organisations
- **Design and implement** appropriate evaluation methods
- **Evaluate** learning design theories
- **Apply** learning design theories to practical sessions
- **Demonstrate** delivery and facilitation skills

Who this course is for

This qualification is for you if you’re an HR or L&D practitioner who understands, and has influence in the strategic direction of your organisation. As you only need to attend one week of face-to-face workshops, this programme is particularly suited to busy HR or L&D professionals who want to complete a postgraduate qualification in a shorter time, and overseas practitioners.
What commitment do you need to make?

To be awarded the CIPD Advanced Award in Designing, Delivering and Evaluating Learning and Development Provision, you must:

- Complete approximately 10 hours pre-reading before the face-to-face workshop
- Attend the one-week face-to-face five-day course
- Complete the course exercises and activities, including a presentation
- Successfully complete a 3,000-3,500 word written assignment.

You have nine weeks to complete the requirements of the programme, including the written assignment. Please note the duration of the programme does not include final marking, moderation and certification.

What accreditation will you achieve?

Upon successful completion of the programme, you’ll be awarded the CIPD Level 7 Advanced Award in Human Resources and your CIPD Awarding Body certificate will reflect this. An accompanying transcript to the certificate will highlight the specific Award unit studied.

The programme

<table>
<thead>
<tr>
<th>DAY 1</th>
<th>Welcome and introductions</th>
<th>Outline of the programme</th>
<th>External and internal contextual factors and models</th>
<th>Stakeholders in learning needs analysis</th>
<th>Working at level M</th>
<th>What is involved in critical review</th>
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</thead>
<tbody>
<tr>
<td>DAY 2</td>
<td>Building support among stakeholders</td>
<td>Processes and methods in learning needs analysis</td>
<td>Role of data</td>
<td>Acting ethically and professionally</td>
<td>Range of learning and instruction design theories and models</td>
<td>Contribution of newer approaches</td>
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<tr>
<td>DAY 3</td>
<td>More contemporary approaches to design and delivery</td>
<td>Learning plans</td>
<td>Ways of meeting learning needs in a timely way</td>
<td>Estimating and justifying costs</td>
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DAY 4
- Planning and implementation issues
- Models and frameworks of evaluation
- Practical applications
- Giving and receiving feedback after each practical application
- Programme and Learning Review

DAY 5
- Exercises, assignment and evaluation

Course leader
David Hayden
Learning & Development Consultant
CIPD London

David is an L&D Consultant working in the CIPD’s L&D Content Team. He leads on the design and delivery of a number of L&D focused products, along with facilitating events for a range of clients. David began his L&D career after taking responsibility for three Youth Trainees back in 1988 as an Operations Manager. He has since worked and headed up, a number of corporate L&D teams and HR functions. David’s background has been in distribution, retail, financial and Public Sector. He was Chair of the South Yorkshire CIPD Branch from 2012 for two years before joining the CIPD as an employee in 2014. David also has a background in Lean and has worked as a Lean Engineer in a number of manufacturing and food organisations. Passionate about learning and exploiting all aspects of CPD, David’s style is participative and inclusive.

Certificate
Upon successful completion of the course, participants will receive a certificate of attendance from the CIPD.

Pricing details

<table>
<thead>
<tr>
<th>Designing, Delivering and Evaluating L&amp;D</th>
<th>Book by 13 October 2019</th>
<th>Book by 10 November 2019</th>
<th>Regular price</th>
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<td>Non-Member</td>
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<td>$4,999</td>
<td>$5,199</td>
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<td>-$200</td>
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Lunch, refreshments and course materials are included in the course fee. Terms and conditions apply. VAT as per UAE laws applies to above prices.
Booking and payment
You can pay online with a Debit or Credit Card or via invoice and bank transfer. To book, email training@cipd.ae or call +971 (0)4 2756900. Paying by cheque is possible but admin fees will be added.