



How to Deliver Training

Martin Orridge

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'The aim of this book is to provide both managers wishing to run 'in team' exercises and those entering the training profession with a practical guide to delivering successful developmental events', says Martin Orridge in the Preface. He writes as an experienced trainer and consultant, producing a very human guide to the realities of running a training event. In a brief introductory section he explains the need for training and the benefits it can bring. Part 1 of the main text shows how to design a successful training session and Part 2 deals in detail with preparation and delivery. At the end is a collection of model documents and forms that can be used at various stages of the training cycle. The text includes tips, tools, checklists, examples and exercises throughout, together with real-life anecdotal 'cameos' to help make the points memorable. Martin Orridge's style is at all times practical and friendly. How to Deliver Training will be welcomed not only by professional trainers, but by all managers and team leaders concerned with staff development.

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Dorothea Profitt:

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Mildred Kershner:

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