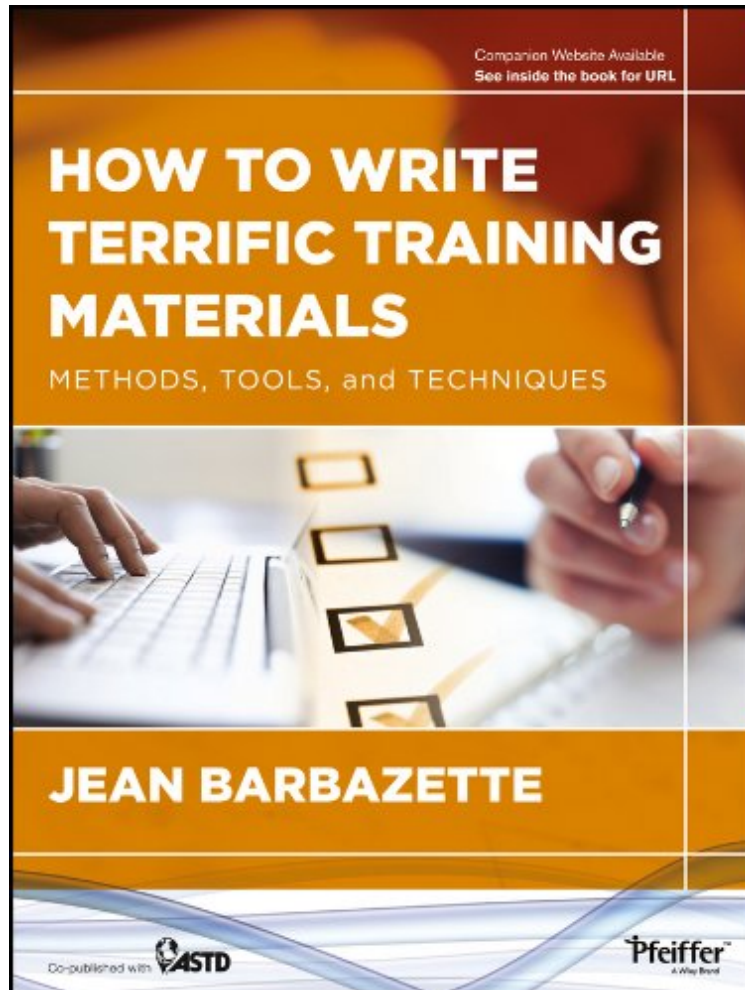


How to Write Terrific Training Materials: Methods, Tools, and Techniques

Jean Barbazette

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Jean Barbazette : How to Write Terrific Training Materials: Methods, Tools, and Techniques before purchasing it in order to gage whether or not it would be worth my time, and all praised How to Write Terrific Training Materials: Methods, Tools, and Techniques:

1 of 1 people found the following review helpful. A Comprehensive Look at Instructional DesignBy Edwin C. PauzerThis is perhaps the most complete and comprehensive book any trainer will ever find on how to go about writing training programs since authors Dick and Carey wrote theirs more than 30 years ago . It contains charts and templates to guide the writer through the process. What the book doesn't provide is how to structure a lesson plan, and what Ms. Barbazette describes as conditions to learning outcomes or performance objectives, I see as criteria. Two, she lists a number of tasks in the Affective Domain of Learning (changing learners' attitudes) that I find would be difficult if not impossible to measure. That said, she offers many more ideas in the instructional design process that I

had not been aware of before reading this book. 0 of 0 people found the following review helpful. I expected more graphics ,and examplesBy Edwin LopezI expected more graphics ,and examplesAlso colors will be more suitable for this kind of material. Anyway some useful information available3 of 3 people found the following review helpful. Very good tips and informationBy CustomerI am not really new to training or education, I guess, I should know a bit more now that I have been over 20 years in the field of education; but I was wrong, sometimes experience does not give you all the know how; I discovered a new way to write instructional objectives along some other interesting ideas. This is a good book if you are looking for ID or are new to training.

Now you can access Jean Barbazette's systematic process for creating winning training materials that will help raise your skills to the next level. The book is filled with easy-to-use tools and templates that answer all the questions trainers, course designers, and subject matter experts (SMEs) have about what it takes to develop training materials and how they can easily create the best training program in the shortest amount of time. "Jean is a master at providing her readers with new ideas and innovative approaches to the art of delivering excellent learning solutions. Our field has gone through so many changes and Jean is on top of them and out in front all at the same time. Bravo!"
—Beverly Kaye, founder/chairman of the board, Career Systems International and coauthor of *Help Them Grow or Watch Them Go* "Barbazette has done it again: she has made your job easier with step-by-step guidelines for developing training materials. Jean covers the entire process in her typical easy-to-follow manner, simplifying the complicated and making you the hero! Don't miss this one!" —Elaine Biech, ebb associates inc. and author of *The Business of Consulting* "Once again master trainer Barbazette has provided an elegantly simple, step-by-step guide to what can often be the most tedious part of the training process: writing training materials that support and expand a learner's results. Both seasoned professional and newcomer will find this an easy-to-follow guide and valuable resource to be used over and over." —Eileen McDargh, president, McDargh Communications, and author of *Talk Ain't Cheap* —It's Priceless "Barbazette is back to fill another gap in the training literature. This extensive work on how and when to write training materials is chock-full of templates and other tools. Systematic and thorough, this is an exceptional guide for those wanting to efficiently create successful training interventions." —Jane Bozarth, Ed.D., eLearning Coordinator, State of North Carolina and author of *Better Than Bullet Points*

From the Back CoverNow you can access Jean Barbazette's systematic process for creating winning training materials that will help raise your skills to the next level. The book is filled with easy-to-use tools and templates that answer all the questions trainers, course designers, and subject matter experts (SMEs) have about what it takes to develop training materials and how they can easily create the best training program in the shortest amount of time."Jean is a master at providing her readers with new ideas and innovative approaches to the art of delivering excellent learning solutions. Our field has gone through so many changes and Jean is on top of them and out in front all at the same time. Bravo!"--Beverly Kaye, founder/chairman of the board, Career Systems International and coauthor of "Help Them Grow or Watch Them Go""Barbazette has done it again: she has made your job easier with step-by-step guidelines for developing training materials. Jean covers the entire process in her typical easy-to-follow manner, simplifying the complicated and making you the hero! Don't miss this one!"--Elaine Biech, ebb associates inc. and author of "The Business of Consulting""Once again master trainer Barbazette has provided an elegantly simple, step-by-step guide to what can often be the most tedious part of the training process: writing training materials that support and expand a learner's results. Both seasoned professional and newcomer will find this an easy-to-follow guide and valuable resource to be used over and over."--Eileen McDargh, president, McDargh Communications, and author of "Talk Ain't Cheap -- It's Priceless""Barbazette is back to fill another gap in the training literature. This extensive work on how and when to write training materials is chock-full of templates and other tools. Systematic and thorough, this is an exceptional guide for those wanting to efficiently create successful training interventions." --Jane Bozarth, Ed.D., eLearning Coordinator, State of North Carolina and author of "Better Than Bullet Points"About the AuthorJean Barbazette is founder of The Training Clinic, a consulting firm based in Seal Beach, California.