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RCSC conducts leadership training
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High Command and senior Zanu-PF officials yesterday hailed veteran nationalist Cde Abraham Dumezweni Nkiwane for the big role he played during the liberation struggle. Cde Nkiwane (93) succumbed to ...

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<u>Warren Gatland: I believe Alun Wyn Jones can make a 'miracle' recovery and play in our Test team</u>
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Annotation Expert Insight. Both authors are Microsoft-certified Windows XP specialists. Comprehensive. Organized according to the actual exam objectives, our Training Guide series features Exam Tips, Study Strategies, Step-by-Step Exercises, Case Studies, Summaries & Review Breaks, Review Questions, Exam Questions, Hands-On Exercises, Guided Practice Exercises, Fast Facts, etc. - providing readers with the most effective learning tools in the marketplace. Innovative. Our Training Guide series features our acclaimed Exam Gear software - enhancing our readers' learning experience by providing them with powerful test simulation. About the Author: Robert L. Bogue, MCSE, CNA, A+, Network+, I-Net+,

Server+, e-Biz+, IT Project+, and CDIA+, has contributed to over 100 book projects, numerous magazine articles, and reviews. His broad experience has led him to networking and integration topics as well as software development. nbsp; Gord Barker, MCSE, currently works as a Senior Consultant for Microsoft Canada Co. in Edmonton, Alberta, Canada. He worked with Telus to complete the largest single rollout of Windows 2000 to occur prior to the product launch. He currently works with large customers to deploy Microsoft technology.

Packed with checklists, advice, and how-to features, The Virtual Training Guidebook teaches you how to design, deliver, and implement live online learning. This book will help learning professionals transition to the online classroom by taking a holistic look at successful implementation, including gaining organizational support, selecting a platform, designing classes, selecting facilitators, preparing participants, global considerations, and the logistics required for success. Learn how to prepare for a virtual training rollout. Create live online classes using a three-step design process. Select the technology that is right for the organization. Select and prepare facilitators who can effectively engage participants.

To support the broadening spectrum of project delivery approaches, PMI is offering A Guide to the Project Management Body of Knowledge (PMBOK® Guide) – Sixth Edition as a bundle with its latest, the Agile Practice Guide. The PMBOK® Guide – Sixth Edition now contains detailed information about agile; while the Agile Practice Guide, created in partnership with Agile Alliance®, serves as a bridge to connect waterfall and agile. Together they are a powerful tool for project managers. The PMBOK® Guide – Sixth Edition – PMI's flagship publication has been updated to reflect the latest good practices in project management. New to the Sixth Edition, each knowledge area will contain a section entitled

Approaches for Agile, Iterative and Adaptive Environments, describing how these practices integrate in project settings. It will also contain more emphasis on strategic and business knowledge—including discussion of project management business documents—and information on the PMI Talent Triangle™ and the essential skills for success in today's market. Agile Practice Guide has been developed as a resource to understand, evaluate, and use agile and hybrid agile approaches. This practice guide provides guidance on when, where, and how to apply agile approaches and provides practical tools for practitioners and organizations wanting to increase agility. This practice guide is aligned with other PMI standards, including A Guide to the Project Management Body of Knowledge (PMBOK® Guide) – Sixth Edition, and was developed as the result of collaboration between the Project Management Institute and the Agile Alliance.

In this new book from the author of e-Learning on a Shoestring and Better than Bullet Points, Jane Bozarth has gathered a wealth of tools from leading training practitioners. Anyone—from the interested manager to the experienced training professional—can depend on this book when designing or delivering training. This single book contains all the valuable tools of the trade: worksheets for assessing training needs and writing goals and objectives; checklists for organizing the venue; and tools for analysis and structuring content. This remarkable resource also includes instant evaluation and measurement surveys, which can be customized freely from the companion website. In addition, Bozarth includes a wealth of invaluable advice for trainers at all levels on how to make effective use of props, staying energized, marketing training programs, and other things they don't tell you in train-the-trainer courses.

This trainers guide was borne out of indicative results of needs assessments of medical trainers who are subject specialists but have

minimal skills in executing curricula into classroom teaching and learning. The learning material in this guide is designed and developed using principles of problem-based learning. It offers practical suggestions on lesson planning, classroom and laboratory activities and presentation templates applicable to competency training. The development of numerous professional and positive life skills can be attributed to problem-based learning. These skills include; communication, professional values and ethics, teamwork, reflective practice, self-regulation, self-responsibility, self-drive, independent and life-long learning. This guide has been designed to incorporate teaching and learning methods that develop these skills.

Are you reinventing the wheel each time you create a training project? Organize your way to efficiency with project management templates and tools specifically designed for training professionals. This book is at its core a bank of training knowledge. Each customizable template is practical to use on training-related projects or ongoing operations. In this book you will find: forms to help you manage all aspects of your training projecthelpful information to guide you as you institute an information system for your training departmenttemplates that help you deliver business results and business success. Using good forms correctly can greatly increase productivity and consistency within a distributed network of project team members. Whether you are a project manager who has training responsibilities, or a trainer responsible for managing projects, this guide offers tools you need to maximize efficiency.

Effective and practical security officer training is the single most important element in establishing a professional security program. The Effective Security Officer's Training Manual, Second Edition helps readers improve services, reduce turnover, and minimize liability by further educating security officers. Self-paced material is presented in a creative and innovative style Glossaries, summaries, questions, and practical exercises accompany each

chapter

Training Manual for Behavior Technicians Working with Individuals with Autism is a practical manual and ongoing professional resource for frontline staff undergoing training to become Registered Behavior TechniciansTM (RBT). RBTTM is the recommended certification of the Behavior Analyst Certification BoardTM (BACB) for entry-level staff who implement behavior analytic services. This Manual complements the 40-hour training for RBTsTM and helps those who have completed training prepare for their certification exam. Following the RBTTM Task List set forth by the BACB, it prompts the reader to generate novel examples of mastered concepts, and real-life vignettes. Training Manual for Behavior Technicians Working with Individuals with Autism also: • Details the fundamentals of measurement and data collection • Introduces assessments of both behavior and environment • Explains skills acquisition and related teaching procedures • Covers behavior reduction plans • Includes documentation and planning information • Looks at ethics and professional conduct Details the fundamentals of measurement and data collection Introduces assessments of both behavior and environment Explains skills acquisition and related teaching procedures Covers behavior reduction plans Includes documentation and planning information Looks at ethics and professional conduct

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