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What are the stages of a training needs assessment?

- Management decision
- Establish an Interim Project Team
- Hire a consultant
- Workplace tour (Consultant)
- Prepare question protocols for focus groups & individual (Consultant)
- Focus groups (Consultant)
- Individual interviews (Consultant)
- Data analysis (Consultant)
- Report preparation (Consultant)
- Report presentation to Project Team (Consultant)
- Establish a Long-Term Project Team
- Action (Long-Term Project Team with Management support)