

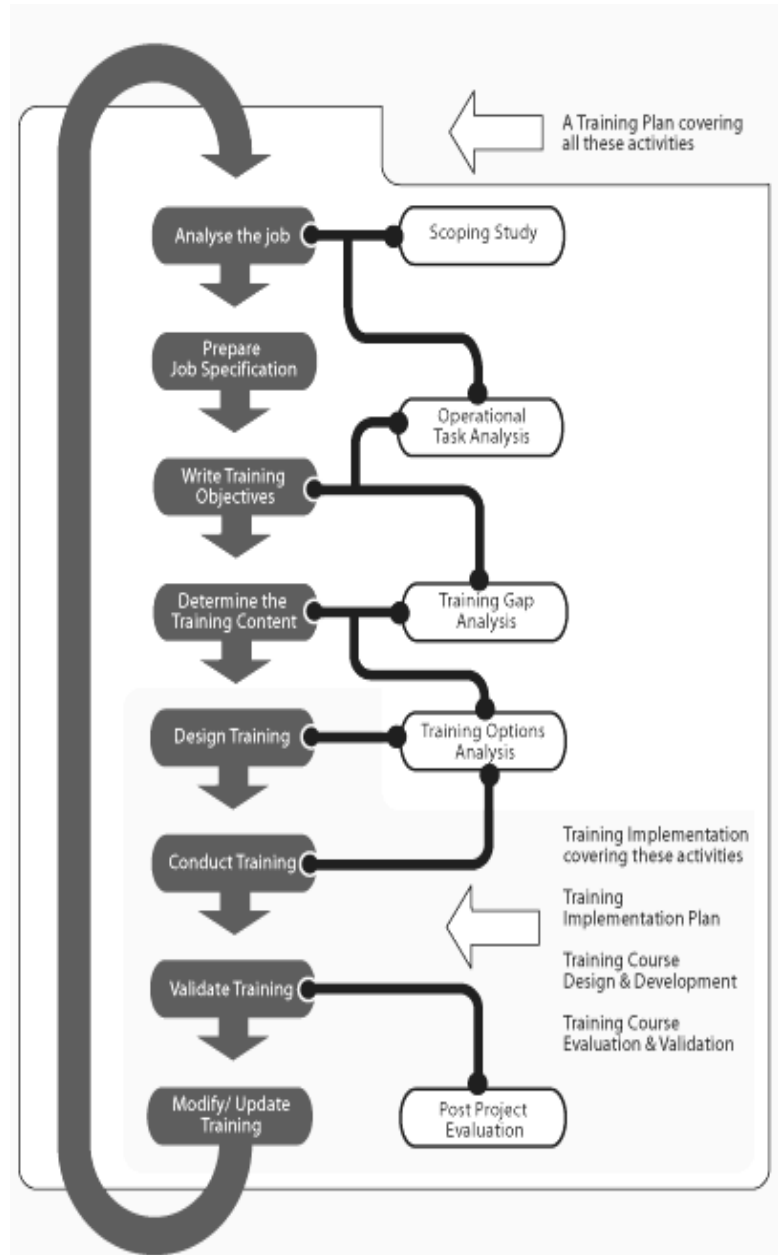
### What is TNA?

TNA is a recognised method used to underpin the business case for training provision and is the most **cost-effective** way of **determining training requirements** and **how** the identified training can be **delivered**.

### About Aspire TNA

Aspire provides a full training identification, design, development and delivery service.

Aspire is highly experienced in the conduct of TNA, both as a standalone activity or integrated within an overall Supportability Engineering programme.



**For More Information** about our TNA services please **CONTACT US**.

We will arrange for a Subject-Matter-Expert to talk to you.

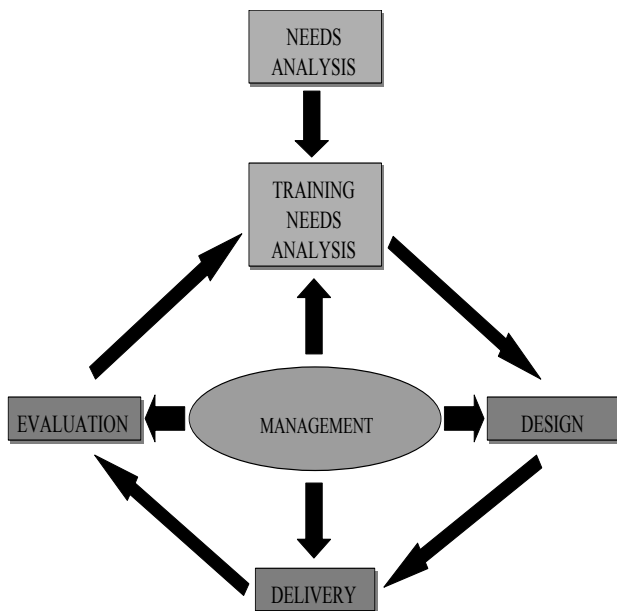
Aspire approach to TNA & Training Services

# Aspire

## Aspire Training Service

Aspire provides a full training identification, design, development and delivery service. The processes and procedures used conform fully to the Systems Approach to Training (SAT).

All Aspire Training Analysts have long experience in the provision of training and have worked, in a training capacity, within industry and government organisations. This leads to the delivery of cost-effective solutions that are tailored to best meet the customer's requirements.



## Training Plan

Defines the activities to be undertaken to determine and provide the requisite training to enable the new equipment or service to be introduced in accordance with the client's requirement.

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## Training Needs Analysis

- ❑ Scoping Study provides Terms of Reference for conduct of TNA
- ❑ OTA defines current skills, knowledge and attitudes of prospective user and maintainers of new equipment / system
- ❑ TGA defines in the form of Training Objectives (Performance, Conditions and Standards) the training gap between current abilities and those required by the new equipment / system
- ❑ TOA determines the most cost effective means of delivering the defined training

## Training Implementation

Aspire provides a full training implementation service:

- ❑ Training Implementation Plan: Defines the 'Who, What, When and Where' against which training will be delivered. Defines resources required and will discriminate between "Surge" and 'Steady State' training needs
- ❑ Training Course Design and Development: Delivers a full Instructional Specification, Syllabus, Instructor and Student materials and course programmes

## Training Course Evaluation and Validation

Aspire will evaluate individual training courses and validate the training regime, determining any required modification to training provision.

## Aspire Benefits

- ❑ Reduced risk of overspend through the early identification of Training cost drivers
- ❑ Clear audit trail and justification for all training recommendations made
- ❑ A training service that is fully integrated with other project related support activities
- ❑ Provision of a tailored approach based on the exact needs of the programme so as to reduce the cost of delivering the final training solution