

# Impact of Training Need Analysis on the Effectiveness of Training

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## Abstract-

**Organizations can greatly benefit from conducting training needs analyses, or TNAs, to improve the efficacy of their training programs. TNA is becoming more important for companies that want to expand sustainably in today's competitive market and make the most of their human capital. Nine hundred and sixteen people were polled. Participant agreement that TNA had an impact on training efficacy was higher among those who strongly agreed in this study. In other words, TNA is a crucial step in making sure training is successful. It is important to undertake training need analyses effectively if we want our training programs to be effective.**

## I.INTRODUCTION

When it comes to encouraging employee growth, improving skill sets, and driving organizational performance, training and development efforts are now critical assets. Nevertheless, determining and analyzing the organization's unique training requirements is crucial to the success of these programs. The foundation for developing customized training interventions that meet both company goals and employee needs is this method, which is called Training Need Analysis (TNA). Transformative Needs Assessment (TNA) is essentially a methodical procedure for identifying areas of weakness, knowledge gaps, and training requirements in a company. Organizations may identify areas that need training interventions to close the gap between current skills and targeted performance levels by doing a comprehensive evaluation of these characteristics. By taking this preventative measure, we can be confident that our training programs will enhance organizational performance and help us reach our strategic goals. Investing in training programs without first doing a thorough TNA exposes companies to the danger of inefficiency and lost growth opportunities caused by training programs that don't get to the bottom of performance gaps.

The need of coordinating training aims with overarching business objectives is central to TNA's guiding principles. Using TNA, organizations can make sure their training is focused on the areas that will have the most impact on generating business results by aligning it with their overall strategic vision. By coordinating our efforts strategically, we can create an environment where employees are always learning, which helps us meet the demands of the present while also looking forward to what the future may bring. To stay ahead of the curve in a dynamic market, businesses may use TNA as part of their strategic planning to anticipate future skill needs and adjust their training programs appropriately. One of TNA's strongest points is the comprehensive way it evaluates training requirements at different organizational levels. The unique skill sets, job functions, and developmental requirements of each employee are taken into account by TNA, which avoids a cookie-cutter approach. To get a full perspective of the training needs of various employee groups, TNA uses tools including surveys, interviews, performance reviews, and competence tests. Organizations may maximize the relevance and effectiveness of training interventions by tailoring programs to match the individual requirements of diverse employee groups, thanks to this detailed insight.

Additionally, TNA may be used as a diagnostic tool to zero in on the root causes of performance gaps in the company. Organizations may devise focused treatments that tackle the fundamental problems by identifying the sources of these gaps, which may be due to insufficient training, out-of-date procedures, or systemic concerns. Not only does this preventative measure boost training efficacy, but it also encourages a growth mindset among employees. Rather of seeing TNA as a one-and-done task, businesses may keep tabs on employee training and make adjustments as needed to adapt to shifting internal dynamics and external market conditions.

Improving staff engagement and motivation is another important advantage of TNA. Organizations show they care about their workers' growth and success by having them participate in TNAs. Employees are given a feeling of agency in designing their own professional advancement and empowered to take ownership of their learning journey via this participative method. Furthermore, TNA increases employee buy-in and excitement for training activities by tailoring programs to each employee's career goals and development objectives. Organizational performance and competitiveness are not the only areas that TNA improves; it also has an effect on people as individuals. Improved productivity, quality, and customer happiness are outcomes of TNA's efforts to equip workers with the information and abilities they need to do their jobs well. In addition, TNA assists firms with workforce acquisition and retention by encouraging a growth mindset, which in turn reduces the likelihood of talent gaps and shortages. Organizations may maximize their return on investment (ROI) in human capital development (HCD) via TNA, which allows them to continually evaluate the success of training programs using techniques like performance measurements and post-training evaluations.

## II. REVIEW OF LITERATURE

Ludwikowska, Kamila (2018) The purpose of this study is to provide an investigation into the ways in which the efficiency of the training process and its phases contribute to the enhancement of employee productivity in the context of social service environments. For the purpose of gathering primary data, self-evaluation questionnaires in the form of the Likert scale with five points were administered. Before and after taking part in the trainings, employees were asked to compare their own perceptions of the amount of credentials they had received. This was used to determine employee efficiency. People who participated in the survey also evaluated whether or not the activities associated with the training stages were carried out within the framework of the organization. The correlation coefficient was utilized in order to learn more about the connection that exists between each training phase and the effectiveness of the workforce. The findings of the study demonstrate a favorable association between a number of other characteristics, including employee efficiency, training requirements analysis, and training transfer between employees. This paper will investigate the training requirements analysis process and provide an evaluation. The significance of these findings lies in the fact that they may be used to construct training programs as a component of continuous professional development. These programs are also vital in attaining employee efficiency, which ultimately results in advantages for the business.

Akther, Shahinet al., (2018) The difference between present performance and departmental goals can be found by a training need assessment (TNA). It's a diagnostic instrument that aids in narrowing the skill gap between workers and their job requirements. To find out how well the training programs are, you need to do a good training needs assessment. The purpose of this research is to determine how well TNA practices are implemented by private sector banks in Bangladesh. The study's 100-person sample was justified by the respondents' high level of education and experience, as well as their position within the banks' HR and training departments. The convenience sampling approach was used to choose the managers who responded. In order to gather the necessary data, a structured questionnaire was created and distributed to the HR and Training Managers of ten prominent private sector banks in Bangladesh. Descriptive statistics were used to examine the data. According to the findings, bankers' diminishing performance is due to their negative attitude toward the profession, their lack of desire, and their discontent with the job itself. Furthermore, the results demonstrate that banks in Bangladesh utilize a limited number of methods to determine training requirements, including management audits, interviews with customers and staff, written examinations, assessment centers, surveys, and individual development plans. Additionally, this study found that the most significant obstacles to improving the effectiveness of bank training programs include training program unavailability, venue location, trainee capacity, training budget, and program length, as well as a lack of managerial support. Private sector banks in Bangladesh might benefit from allocating more funds to their training programs and enhancing the training environment, management of the company, service quality, time management, and leadership.

Adjirackor, Theophiluset al., (2016) Although sixty people were supposed to get the questionnaires, only fifty-two were actually returned, or 86.6% of the total. Analysis of the data was carried out using Excel and the Statistical software for the Social Sciences (SPSS) research software. Among the Radiation Protection Institute employees surveyed, 63.5% had participated in on-the-job or off-the-job training; however, 36.5

percent said they had not been able to participate in any training programs since starting their employment. The majority also acknowledged that training programs sometimes choose the wrong individuals. Accordingly, it was suggested that in order for a training program to reach its full potential, the first step should be to perform a need assessment to determine if training is necessary and, if so, what kind of training is needed to address any gaps. The Institute's many training programs would be much better used if this were to happen. Nomination to a training program should be based on the need that has been recognized.

Chaubey, Dhani et al., (2015) The service organization has grown at an astounding rate during the last several decades. As a result of unprecedented levels of competition, service organizations are now undergoing a period of transition. Because service tasks are so intricate and because service organizations use such cutting-edge technology, management feels pressured to keep staff members informed. Investing in staff training is crucial for the long-term success and expansion of any organization. The true difficulty now lies in determining which training programs are most suited for certain individuals. Training needs analysis and its perceived outcomes are the main topics of this study. Management uses important techniques such as the Client/Customer Satisfaction Index, Direct Observation, Knowledge and skill required by the team, and Performance appraisal to identify training needs, according to a survey of 123 respondents working in some selected service organizations of the Dehradun area. The study's findings suggest that organizations may boost their productivity, competitiveness, and morale by implementing a strategy to identify training needs. This would allow them to keep up with the seamless flow of information. Also included in the report are several suggestions.

Ferreira, Rodrigo et al., (2014) An integral part of instructional systems, training needs analysis (TNA) provides high-quality data that is crucial for training design, delivery, and assessment in corporate settings. Training needs analysis (TNA) is the focus of this chapter, which seeks to survey the relevant research on the subject. It will touch on many different subjects, including the following: the domains covered by these studies, research methodology, research design, participant profiles, data collection tools, data processing steps, analysis techniques, variables that predict training needs, and multilevel approaches to TNA. A literature review from the Annual Review of Psychology served as the basis for the first article search. Both conceptual and methodological aspects were considered in the analysis of the papers. Numerous subtopics are included in the literature review, including multilevel TNA analysis, methodological features, conceptual inquiries, TNA models, and need predictors.

Rothwell, William (2012) The process of determining what kinds of training are required is referred to as training needs analysis (TNA), which is also frequently referred to as training requirements assessment. The objective of the Workforce Needs Assessment (TNA) is to determine the specific knowledge, skills, or attitudes (KSAs) that are required for workers to execute their tasks in an efficient and effective manner, and to evaluate the degree to which people are currently prepared to perform their jobs based on what they know and are able to accomplish, as well as how they feel about it. The TNA does this comparison by comparing the present KSAs of persons to the critical KSAs that are required to complete the task and obtain the desired outcomes. TNA is the single most crucial stage in the design of training for the simple reason that, if it is not done or if it is not conducted well, the training will not be adequately focused. The TNA is sometimes mistaken with the data collection process, which refers to the manner in which information is gathered about requirements. Critical attention is often directed on TNA, which is centered on a number of different topics.

Denby, Steve. (2010) The goal of this article is to detail how the sales staff at Moorhouse Group Ltd., an insurance firm in the United Kingdom, was able to boost their productivity via targeted training and raise their call handling by 56%. Approach, methodology, and design An account of how Moorhouse Group Ltd. relied on outside consultants to determine, develop, and implement its training needs. Findings Company lead generation and conversion rates were both boosted by sales training details and seminars held for non-sales staff. In addition to enhancing current knowledge the article demonstrates how training may increase the breadth of accessible talents in the workforce. Innovation and worth Attendees were asked to develop personal action plans, which were then returned to their supervisors for implementation of the training.

### III. RESEARCH METHODOLOGY

The researcher has employed primary and secondary sources of information to carry out the study and reach the goals. Sources such as business newspapers, journals, magazines, other publications, firm websites, and

so on have provided the secondary data and information. However, primary data has been gathered from respondents at various levels using a standardized questionnaire.

Out of 180 shipping company employees surveyed, 135 responded, including 50 at the executive level and 85 at the general level. Data was gathered by means of a standardized questionnaire by the researcher. Participants were informed about the purpose of the study and were requested to provide honest answers on the questionnaire. Information has been documented, organized, and condensed. After then, the data has been described using basic statistical analysis.

#### IV. DATA ANALYSIS AND INTERPRETATION

**Table 1: Top Level Respondents views on identification of training needs**

	Particulars	Strongly Agree (%)	Agree (%)	Indifferent (%)
1	Management Identify TNA through a formal mechanism	60.3	39.8	0.0
2	Management Seek input from respondents to identify TNA	33.6	53.7	13.8
3	Management Value and support Training	63.1	36.9	0.0
4	Management Make sure respondents receive the training they need	56.0	33.6	10.3
5	Management Approve the Training Program Fairly	73.1	27.2	0.0
6	Management provide pre-training information to the participants	0.0	59.8	40.2
7	Management evaluate the training program properly	70.2	30.3	0.0
8	Management believe that Training can increase skills, abilities and knowledge of the respondents	80.4	20.5	0.0
9	Management find Training effective as they conduct TNA	73.8	26.4	0.0

Table 1 shows that a formal performance approach is used to identify training needs. In general, most people agree that training programs are valued and supported by management (63.1%) and that a formal method is used by management (60.3%). On the other hand, only 33.6% of workers strongly believe that management actively seeks employee feedback to identify training requirements, and only 0% of employees strongly agree that management offers information prior to training. Despite this, a large majority of respondents (73.1% to be exact) and management (56.0% to be exact) think that training is provided as needed. Also, a large percentage of people think that training is useful for improving knowledge and skills (80.4%), and even more people think that training is successful when done in conjunction with a Training Needs Analysis (TNA). These observations show where the management's strategy for training and development is strong and where it may use some work.

**Table 2: General Level Respondents views on TNA effects on the effectiveness of training**

	Particulars	Strongly Agree (%)	Agree (%)	Indifferent (%)
1	Respondents are satisfied with current training Programs	62.1	38.6	0.0
2	Respondents found Training relevant with Organizational and Personal goal	30.5	52.6	16.8
3	Respondents have relevant context of the training program	76.9	23.2	0.0
4	Respondents find training beneficial during actual task	72.9	27.2	0.0
5	Respondents know the High Management concern regarding TNA and Training Effectiveness	64.9	35.6	0.0

6	Respondents skill shortages are properly identified before training	73.2	22.6	6.3
7	Respondents find that TNA is important for Training Effectiveness	76.7	23.8	0.0

This suggests that doing a Training Needs Analysis (TNA) has an impact on the efficacy of training for a particular activity (Table 2). 62.1% of the respondents indicate contentment with the present training programs, suggesting a favorable assessment of the existing activities. Furthermore, a notable proportion of respondents (30.5% strongly agree, 52.6% agree) acknowledge that training is in line with both organizational and personal aims, underscoring the importance of training in achieving individual and larger goals. Moreover, there is a significant agreement among respondents indicating that they have the necessary background knowledge for the training programs (76.9%), implying a participant base that is well-informed. Furthermore, a significant majority of individuals (72.9%) see the training as advantageous when performing real-world activities, suggesting its practical relevance. Furthermore, a majority of participants are cognizant of the significant concerns that management has regarding Training Needs Analysis (TNA) and the efficacy of training (64.9%), highlighting the need of communication initiatives. Moreover, the research indicates that a significant majority of respondents (73.2%) have successfully recognized skill deficiencies prior to undergoing training, hence facilitating focused efforts towards their improvement. Finally, there is a general consensus about the value of TNA (Training Needs Analysis) in enhancing training efficacy, with 76.7% of experts acknowledging its importance in maximizing training results.

## V.CONCLUSION

In today's fast-paced and ever-changing world, training is essential. Any age can benefit from training, as it alters perspective and behavior and helps expand an organization's operations. Whether on or off the work employees should feel supported and provided with facilities by the firm. If the training is top-notch, the human resources will give their all to help the organization reach its goals. Improving the efficiency of the training need analysis is the most critical factor in increasing the efficacy of the training programs. Companies may set themselves up for long-term success in the dynamic business world by making TNA a strategic imperative; this will enable them to empower their workers, encourage a culture of creativity and adaptability, and position themselves for the future. Overall, TNA is more than simply a means to find out what kind of training your company needs; it's a chance to go ahead of the competition and be the best at what you do.

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