

Training Needs Analysis

EdTech & Training

Document type: Financial model / analysis · Generated 27 Aug 2026

This guide explains what the tool produces, how to use the output, and what to watch for. The actual output (draft/report) is generated on the tool page.

Background

Diagnoses whether training is the right fix for a performance gap - separating training, process, motivation and resource causes - and designs a targeted TNA with a measurement plan. Use this before commissioning training. To then build the L&D plan use Corporate L&D Strategy.

Purpose of this tool & output

Describe your organisation and performance gap and we produce a Training Needs Analysis report

How the output is used

Use the analysis to identify the real training needs behind a performance gap before you build content.

Who should vet it

An L&D lead and the line manager, to confirm the needs are training-solvable.

Companion documents

- Learning Strategy Brief
- Training ROI / Impact Plan
- Pre / Post Assessment Designer

This is AI-assisted guidance. Verify with a qualified professional before any binding decision. Fees, authorities and processes vary by state and change over time — confirm with your state authority.