

## The trainer's tool kit

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### Abstrak

"The Trainer's Tool Kit has long been a valued guide for trainers and managers in need of a quick refresher. Now completely updated with hundreds of ready-to-use techniques, the book is still the perfect resource for new trainers, managers who are suddenly asked to train, and training professionals in need of a quick refresher. Comprehensive and arranged in an easy-reference format, The Trainer's Tool Kit, Second Edition, supplies instant guidance specifically designed to make any training task easier and more efficient.