

Some Definitions of Needs Assessments

“All effective training begins with needs assessment. The training needs survey measures what skills employees have, what they need, and how to deliver the right training at the right time.”

– *American Society of Training and Development*

“A Needs Assessment is a systematic exploration of the way things are and the way they should be. These “things” are usually associated with organizational and/or individual performance.”

– *D. Stout, Performance Analysis for Training, 1995*

“Needs analysis is an examination of the existing need for training within an organization. It is a gathering of data that enables you to make an informed estimate of the changes desired or demanded by those organizations.”

– *Stuart Dalziel, Planning and Managing Training and Development*

“The word ‘assess’ comes from the Latin term ‘assidere’ which means to ‘sit beside.’ Process-minded and participatory-oriented adult educators “sit beside” learners to learn about their proficiencies and backgrounds, educational goals, and expected outcomes, immersing themselves in the lives and views of their students.”

– *E. Auerbach, Making Meaning, Making Change, 1994*

“Needs assessment is performed to determine what training will successfully address any skill deficits.”

– *Cornell, Technology Training Services*

“Needs Assessment is a process used anytime someone carefully asks the question ‘How can I find out what is really happening’ (or needed; at the root of the problem; missing; etc.)?”

– *Cornell, Needs Assessment Tips and Techniques*

“Data gathering methods by themselves are not a needs assessment. The needs assessment process has to result in decision-making for the process to be complete.”

– *University of Virginia*

“Needs assessments and needs analysis are interchangeable and have the same purpose and meaning: to assess and analyze. The purpose is to ensure that there is a need for training and to identify the nature of the content of the training program.”

– *AMX, Training Needs Assessment*

