**[Definition of Session Level](http://www.payrollalliance.com/index.php?/training/definition-of-course-level)s:**

The session levels are an easy way to find the right session for you. Our sessions consist of three levels that range from initial to advanced. In the case of the initial, intermediate and advanced sessions, the ratings show you what levels of knowledge we’ll assume you already have. **Please choose sessions based on your knowledge and experience of the training topic**.

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| **Initial** | **Audience:** Suitable for trainers, instructors, and presenters with a beginning knowledge and skill in the topic and in adult learning theory and/or training design. **Content:** While primarily focusing on basic information and skills for planning or delivering training sessions, this level further develops the topics presented in *Fundamentals of Effective Training* rather than repeating that information. |
| **Intermediate** | **Audience:** Suitable for trainers, instructors, and presenters with several years of experience and a moderate skill in the direct application of the topic in workshops/classroom experiences.**Content:** Assumes participants apply basic knowledge and skills in adult learning theory and effective training design and builds on this knowledge and/or hones current skills. |
| **Advanced** |

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| **Audience:** Suitable for trainers, instructors, and presenters who have many years of experience and/or considerable expertise in the topic.**Content:** Provides recent evidence-based findings in the area of adult learning theory or effective training design; presents advanced knowledge and skill development; or introduces content related to adult learning theory/effective training design that may be new to the audience and is on an advanced level. |

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