

INTRODUCTION

Of late a spate of literature has been appearing in the vast emerging field of training. Indeed it is quite an effort to keep pace with the published material - journals, books, monographs, articles and papers - because frequently these are not easily available except in a few repository libraries. The task of preparing a specialised bibliography on training of trainers is made further difficult by the paucity of specific entries on the theme per se. The present bibliography, at best only illustrative and not exhaustive, has therefore approached the subject of training of trainers in the context of certain selected aspects of training as listed in the Index. Perhaps this is as it should be because the process of training of trainers cannot be fully comprehended or analysed except in the context of the basic features constituting the framework of training. The bibliography has accordingly identified a few key training ingredients for selection of entries keeping in view their overall relevance to training of trainers. It is felt that a trainer must be at least minimally familiar with these core ingredients which form the very basis of his job and expected tasks. The choice and coverage of entries has thus been determined by the extent to which these are germane to the overall theme.

In this scheme of selection, some areas may not have been adequately proved. For example, in the section on training techniques, the case method has not been covered except very briefly because the Commonwealth Programme for Applied Studies in Government has already published a bibliography on the subject. Similarly in annotation, some entries have received more attention than others. This is primarily because these appeared more relevant and central to training of trainers. However I must accept responsibility for gaps that may be noticed in the structure and treatment of the subject in general or particular entries within this.

When using the bibliography readers will find that all entries are serially numbered within each of the twelve sections listed in the contents list. An author index has also been included which refers to entries by serial number.

Finally, I am grateful to the Commonwealth Secretariat for asking me to undertake the project. I hope trainers, especially those in governments and government training institutions, will find the bibliography useful.

A.P. Saxena