



INSTRUCTIONAL DESIGN/ TRAINING DEVELOPMENT SOLUTIONS

Our 5-step model puts your company on track for training success.

Adults learn best when they see an immediate use for information. Company training programs work best when there's a clear and proven path from the training to employee performance on the job. Thus, we work with our clients to provide courseware that builds on your specific corporate goals and overall training plan using our 5-step learning model.

Our solution starts with a detailed analysis of your training needs based on the desired business results and cost constraints. Through needs assessments, gap analyses and high-level job analyses, we determine the following:

- Alignment of leader and employee performance goals
- Quality of the existing training
- Validity, difficulty, importance and frequency of operational procedures
- Job performance improvement opportunities

Our comprehensive report can be used to build a solid business case supporting positive, long-term solutions. Next, TBD validates existing training and documentation to ensure that consistency, accuracy and best practices are achieved.

People, Process, Technology & Training Reinforcement

During the task/training validation, we work with your subject matter experts to process map detailed job tasks, validate existing documentation, edit existing procedures and write new procedures as needed. After analysis and validation phases are complete, TBD creates a strategic learning plan to plot the implementation of the improvement solution.

This plan includes suggested training delivery methods, training design timeline, train-the-trainer, procedures a curriculum revision schedule and a process to ensure that the flow of learning is successful.

Once the learning plan is approved, TBD develops blended, interactive training spec sheets, teaching methodology, objectives, activities and assessments. We then create facilitator and participant guides, visual aids, and e-learning modules to transfer knowledge to the participants.

All of TBD's training curriculum follows adult- and accelerated learning theory, making the training beneficial and engaging. Instructional design would not be complete without an evaluation component. TBD conducts train-the-trainer sessions to familiarize facilitators with the objectives and training curriculum. We also observe up to five days of beta delivery to ensure content, flow and delivery is up to par and that transfer of learning is taking place. We then alter the curriculum as needed to best meet the needs of the client.

In short, we provide all the expertise of training professionals without the expense of an in-house training department.

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