



People, Process, Technology & Training Reinforcement

E-LEARNING SOLUTIONS

Would you like to:

- **Increase your training effectiveness?**
- **Extend your training reach?**
- **Save travel money?**
- **Leverage proven training techniques?**
- **Develop skills and competencies to thrive in the digital business age?**

How do you define e-Learning?

E-Learning is essentially the computer and network enabled transfer of skills and knowledge. E-Learning applications and processes include:

- Web-based training (WBTs)
- Virtual classrooms
- Digital collaboration
- Virtual learning reinforcement and assessments

How does e-Learning increase training effectiveness?

Research shows that learners retain knowledge and skills best when they are exposed to concepts in a variety of ways and are then able to immediately apply them to real life scenarios. E-Learning is especially powerful for reaching learners with different learning styles when teamed up with self-directed learning and group activities as well as assessments to gauge individual competence.

E-Learning allows participants to review and refresh their knowledge online and, with the exception of virtual classroom, to access the training at their own pace.

How does e-Learning increase reach and SAVE money?

Even travel within a building or complex can eat up precious work time, let alone flying to another city for a class. E-Learning:

- Is convenient and accessible from anywhere there are computers and a network.
- Makes it easy to reach participants in remote and far-flung locations and include them in live learning events.
- Allows instructors to facilitate virtually, increasing scheduling flexibility.
- Supplies important information to the right people at the right time by pushing only necessary modules to the employees that need training on a particular topic.
- Offers modules to be reviewed as a “refresher” when necessary, allowing the client to repurpose the training thereby conserving time and resources.

How is e-Learning created?

TBD’s performance improvement specialists begin by process mapping and documenting key processes and defining tasks required to perform the job(s). Tasks are validated with subject matter experts and rated based on DIFT: Difficulty, Importance, Frequency and Time required for completion.

With this foundation, TBD’s instructional designers create measurable objectives and select the highest impact delivery methods based on learning objectives, DIFT and needs, roles and learning styles of the audience who perform a specific task.

Using the objectives, TBD’s developers create WBT modules that will eventually reside on the client’s learning management system (LMS) or intranet. E-Learning typically includes:

- Interactivity
- Simulations, screen shots, pop-ups and/or rollovers
- Quick reference/job aids, when appropriate
- Tips for facilitating, if using instructor-led training

What are the advantages of e-Learning?

When skillfully designed and implemented, e-Learning:

- Yields **better learner performance** compared with instructor-led courses because participants apply learning to real life situations throughout the learning (learn/apply/learn/apply), vs. a 1-day class with role-play exercises.
- Offers **flexibility to learners** since e-Learning is typically self-paced and can be paused, allowing the learner to better absorb the information.
- Allows for targeted modules that **increase scheduling flexibility** for teams that must continue to do business while training.
- Features interactivity which keeps the **learning engaging**.

Why is e-Learning measured?

TBD builds accountability into the training by including a 3-level evaluation process that measures learner reaction to the training, mastery of the content and transfer of knowledge to the real world. Without users taking accountability for their learning, you’re wasting your valuable time and resources to training them.

If you have not yet discovered what e-Learning can do for you and your organization, the time to jump in has never been better.

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LEADERSHIP TRENDS AND TODAY’S REALITIES BLOG

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