Improving Training Effectiveness

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Why Training Disappoints

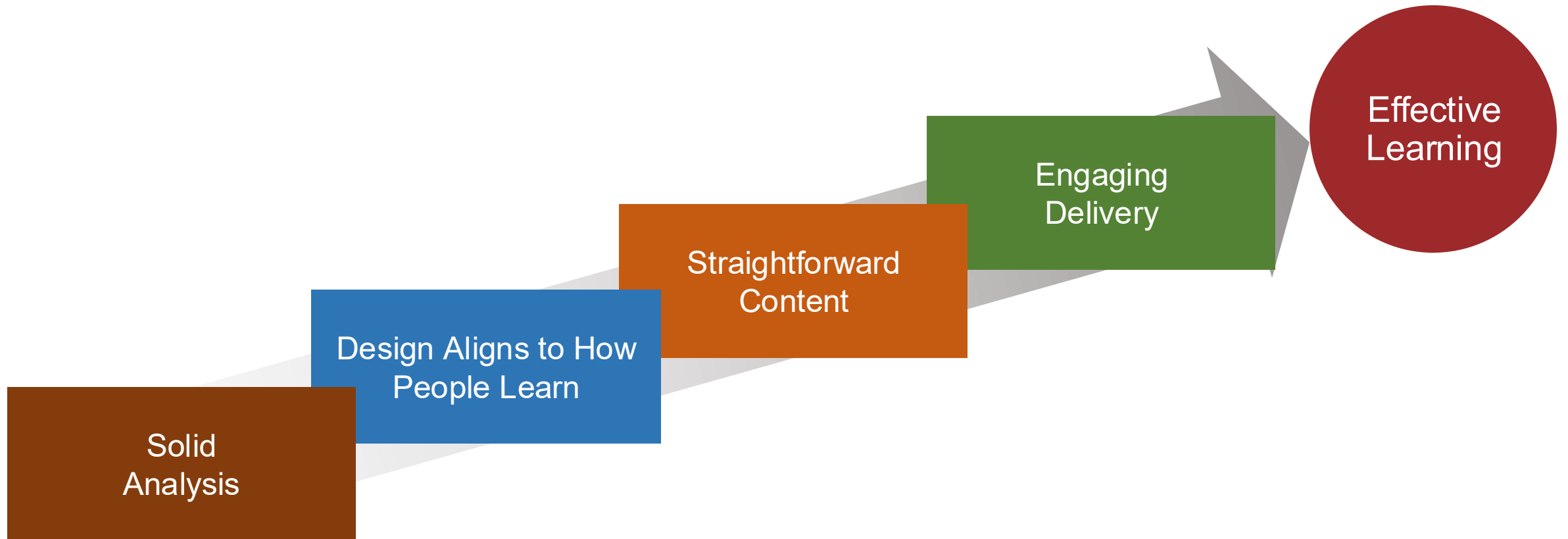|		
Overlooks How People Learn	Rushed Analysis	Murky Learning Objectives
Evaluation Results Don't Add Value	**Ineffective Training = Disappointing Outcomes**	Push-Only Delivery
Limited Reinforcement	Minimal Engagement	Cluttered or Cramped Content
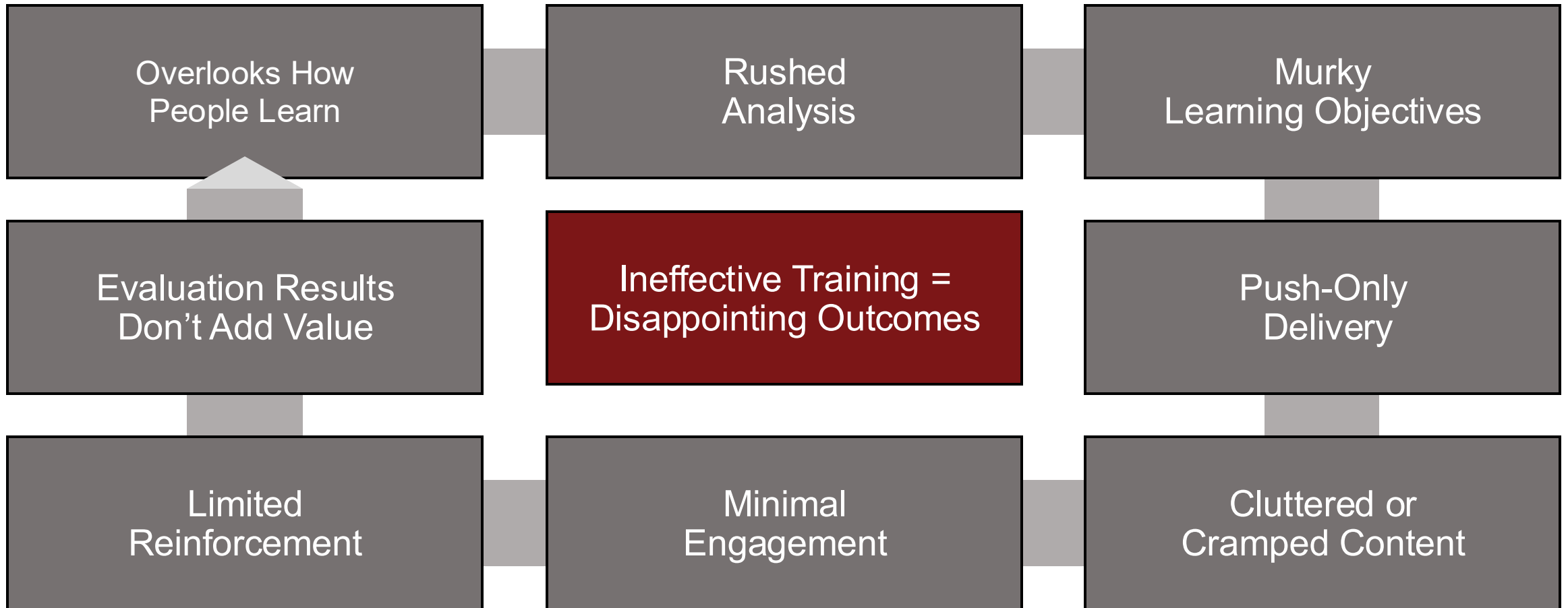
Why Does This Happen?

"We have to get this done."

"It's good enough."

"They'll pick up it out."

How It's Supposed to Work

Solid Analysis

Design Aligns to How People Learn

Straightforward Content

Engaging Delivery

Effective Learning

ADDIE Process Model
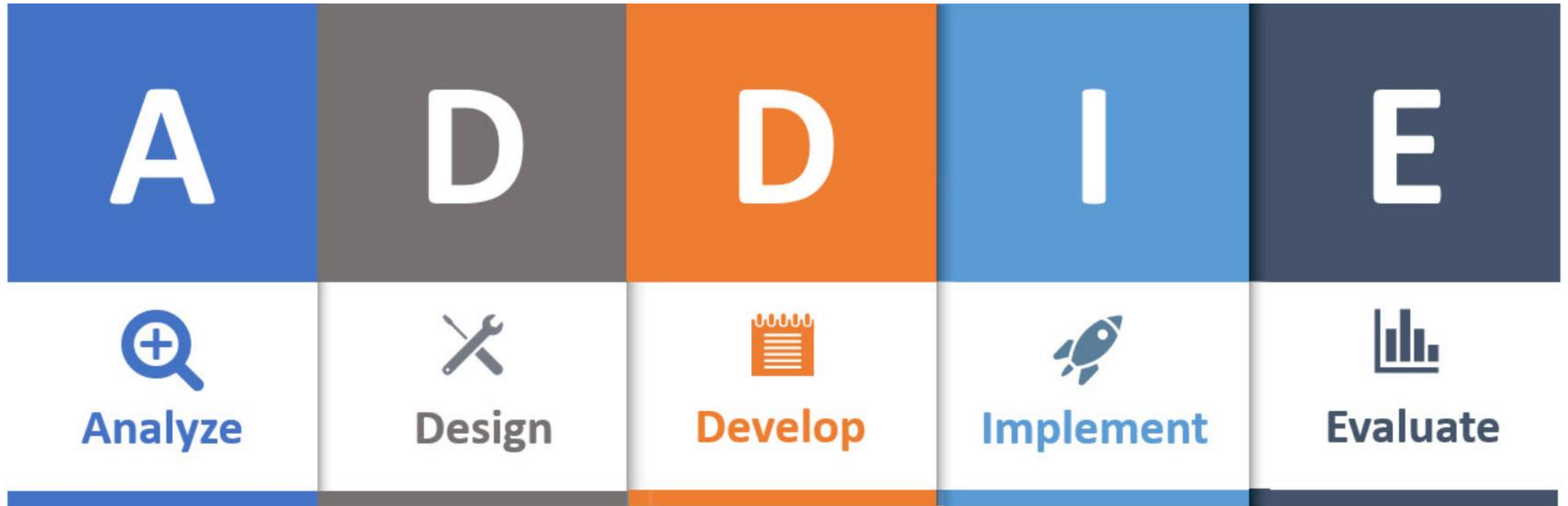
Training Solution

Module Topics	
1. Training Essentials	7. Create Relevant Activities
2. How Adults Learn	8. Development Bake-Off
3. Analyze the Needs	9. Communication in Training
4. Design a Solution	10. Delivery Stage One
5. Develop the Content	11. Delivery Stage Two
6. Create Effective Visuals	12. Training Evaluation

Solution Features

Based on proven training practices

Waterfall delivery helps reinforce concepts

Delivery engages & challenges participants

Activities give hands-on practice & coaching

Performance Outcomes

1

Use four cognition principles to guide audience-centered training development.

2

Analyze the business, stakeholder, and audience needs to guide training design.

3

Make training content with a clear structure, uncluttered graphics, and relevant activities.

4

Deliver training that engages learners by using a mix of lecture, facilitated discussion, and practice activities.

5

Develop evaluations to measure learner competency and skill adoption.

6

Draft a specific plan for how they will apply these skills in their workplace.

Implementation

1	Series of 2.5-hour Teams sessions, must attend all sessions
2	Schedule every other week, one session at a time
3	Prework: Short-articles, worksheets, brief videos
4	Methods: Lecture, discussion, exercises, projects, & presentations

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Topic Details: 1

Training Essentials

- Introductions
- How We'll Work Together
- Learning at Work
- Training Constraints

How Adults Learn

- Learning Essentials
- Human Cognition
- Tapping into Cognition

Analyze Needs

- Training Needs
- Collecting Needs
- Analyzing Needs
- Deriving Priorities

Topic Details: 2

Design a Solution

- Outline Solution
- Define Purpose
- Specify Objectives
- Create Structure
- Define Methods

Develop the Content

- Think Structure
- Determine Contents
- Pick Suitable Methods
- What Goes Where
- Application Exercise

Create Effective Visuals

- Visual Cognition
- Text, Colors, and Chunks
- Images and Graphics
- Data Visualization
- Application Exercise

Topic Details: 3

Create Relevant Activities

- What Activities Do
- Picking a Right One
- Layout the Plan
- Directions, Worksheets, and Data, etc.

Development Bake-Off

- Show Us What You Got
- Round One
- Round Two
- Round Three
- Summary

Communication in Training

- Help/Hurt Communication
- Expressing Purpose
- Expressing Relevance
- Feedback & Coaching

Topic Details: 4

Delivery Stage One

- Process
- Round One
- Round Two
- Round Three
- Summary

Delivery Stage Two

- Process
- Round One
- Round Two
- Round Three
- Summary

Training Evaluation

- Levels of Evaluation
- What to Measure?
- Techniques Grid
- Deriving Meaning
- Wrap Up

Who's This Guy?

Trainer with 30+ years of experience

Experience drawn from multiple industries

Has led large & small training initiatives

Helps course correct training functions

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