

Gearing Up for eLearning

eLearning. Online Training. Web-based Training. Whatever it's called, it's in demand. eLearning:

- Reduces travel time and expense
- Minimizes time out of the office
- Offers flexible learning options
- Improves retention
- Allows easy updates to course material
- Provides consistency in delivery
- Can be replayed
- Saves money

Gearing Up for eLearning offers a practical look at the industry and technology, focusing on the fundamentals to help you get up to speed on learning solutions.

This program is for people who are:

- Trying to decipher eLearning terminology
- Wondering what tools are out there
- Sorting out the advantages and disadvantages of eLearning
- Examining similarities and differences between traditional classroom training and virtual classroom training
- Assessing organizational resources: People, technology, budget
- Want objective insights on eLearning without a product pitch
- Need a primer on design, implementation, and evaluation strategies
- Thinking about a plan to roll out eLearning
- Want a glimpse of the future

Program Format:

- One-day or two-day workshop
- 18 participants

Available Next Steps:

- Choosing the Right System
- Implementing eLearning
- Designing for the Online Classroom
- Train-the-Online Trainer
- Managing the Change Process

Program Content:

- 1. Laying the Groundwork**
 - Terminology
 - Market overview
 - Traditional training vs. eLearning
- 2. Building the Case**
 - Cost and ROI
 - Selling the solution internally
- 3. People Requirements**
 - Skills, knowledge, and attitudes
- 4. Technology Requirements**
 - For the designer
 - For the trainer
 - For the learner
 - Live eLearning tools
 - Authoring tools
 - Learning Management Systems
 - Learning Content Management Systems
- 5. Designing eLearning**
 - 10 factors of quality design
 - Storyboarding
- 6. Implementing and Evaluating**
 - Barriers to implementation
 - Measuring learning results
 - Evaluating work in progress
 - Usability testing
 - Measuring success
- 7. Future trends**