



# **QUICK WINS FOR BETTER AI-POWERED TRAINING**

## **BEFORE LAUNCHING AI TRAINING**

- ☐ Define clear learning outcomes beyond module completion
- ☐ Choose tools that support content personalization
- ☐ Assess voice quality—avoid robotic or monotone narration
- ☐ Build in options for learners to pause, reflect, and interact
- ☐ Include pre-training surveys to gauge baseline knowledge

## **DESIGNING FOR ENGAGEMENT**

- ☐ Use conversational tone and varied speech patterns
- ☐ Incorporate storytelling, real-life scenarios, or role-play
- ☐ Add visual cues, dynamic pacing, and animations
- ☐ Embed interactive elements (quizzes, branching logic, feedback loops)
- ☐ Offer checkpoints for comprehension—not just completion

## **BLENDING HUMAN SUPPORT**

- ☐ Schedule regular live sessions or office hours with a trainer or mentor
- ☐ Provide access to discussion forums or peer collaboration
- ☐ Include opportunities for employees to ask questions or request clarification
- ☐ Assign follow-up projects that apply concepts to real-world work



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## **POST-TRAINING EVALUATION**

- ☐ Gather learner feedback on engagement, clarity, and usability
- ☐ Track completion and retention through assessments
- ☐ Measure behavior change or performance improvement over time
- ☐ Use results to refine future training content or format

## **ADAPTING FOR DIFFERENT LEARNING STYLES**

- ☐ Offer multiple formats (video, audio, transcripts, downloadable guides)
- ☐ Let users choose pacing (self-directed vs. timed modules)
- ☐ Design modules that work on mobile as well as desktop
- ☐ Include optional deeper dives for advanced learners
- ☐ Use color, layout, and cues to support visual and auditory learners

## **KEEPING CONTENT FRESH AND RELEVANT**

- ☐ Regularly update examples to reflect current scenarios or tools
- ☐ Rotate in employee stories or leadership messages
- ☐ Add new modules as processes or tools change
- ☐ Solicit content suggestions from learners
- ☐ Retire outdated or redundant material to avoid training fatigue