# VIRTUAL TRAINING Solution Guide

getting what YOU NEED from Virtual Learning



Virtual solutions become more cost effective as you scale them up to a bigger audience. To enhance transfer of skills to the workplace, consider providing coaching guides to help supervisors observe and provide reinforcement of new skills locally.

# **Local Team**

## Large/Worldwide

- Reading
- Just-in-time performance support
- For transfer to the workplace, use on-the-job coaching guides for follow-up
- Reading
- Just-in-time performance support
- Online training
- Virtual instructor-led training
- MOOC becomes practical for high volume

## **CONSEQUENCES OF** FAILURE ON THE JOB Put your spending dollars where they are needed most. If an

employee can try their new skill on the job using a job aid, or if they can fix any errors without serious consequences, keep training light. For highly critical skills, your training should include chances to practice and fail with feedback, just-in-time resources to help on the job, and a final assessment to show mastery of the objectives. **Minor Rework** Significant Damage

- Reading
- Short Video
- · One-way webcast • Just-in-time
- performance support
- is vital: OLT for scripted

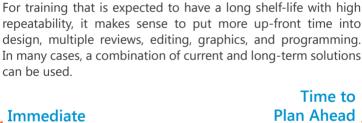
Practice with feedback

- feedback - MOOC for peer
- feedback - VILT for expert
- feedback
- Add just-in-time performance support

Add a final

performance-based assessment

## **URGENCY (E)** Some solutions take longer to develop. If you need something out right away, stick with simple, minimally polished solutions.



### Reading Webcast with

# моос

- subject matter expert
- Unscripted video Just-in-time
- performance support
- **COMPLEXIT**
- Scripted video with higher

**VILT** 

OLT

- production value

# Take a good look at your learning objectives. Are you adding a few points to what your learners already know, such as updated

product features? Or are you teaching a skill that includes a lot of new concepts? For low-complexity projects, don't over-invest. For more complex topics, break the content into meaningful chunks, and build a guided curriculum with opportunities to practice and receive feedback. A Couple of **Large Body** of Information

## **Key Points** Reading

- support
- Map of curated
- performance

Short video

**VILT** 

materials Series of OLT

Series of VILT

courses MOOC

modules

read MORE

**Getting What You Need From Virtual Learning** 



Knowledge. Performance. Impact.