







The Problem

Describe the concern and the consequences should the circumstances not change.

Why Training

The need for training about i needed because (those who need training) are not	s e

GAP

Knowledge - Skills- Motivation - Habit - Environment - Communication









Define Success

Define what success means in terms of this course.









Track Learning

Define how you currently track or will track learning progress.









Flexible In Structure

How flexible are you with the structure, approach, and creativity with this program?











Milestones / Dates

What is the timeline for implementation?











Samples

Do you have examples of the type of learning course you would like?











Describe specific learner groups

Facilitators

Domain

- Cognitive (Thinking)
- Affective (Social/Emotional)
- Psychomotor (Physical/Kinesthetic)

Learning Theory

- Backward Design
- ADDIE
- Other

Technologies

Learner Personas

Demographics - Sample Characteristics - Context / Expectations - Prior Knowledge - Learning Preferences - Technical Skill & Accessibility

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Course Summary

The main focus of this course will be the following

Program Overview

Program Overview	Prior Version	New Version
Program Name		
Program Owner		
Organizational Benefits		
Organizational Risks		
Learning Objectives/Outcomes		
Program Goals		
Content Sources		
Versions		
Last Updated		
Budget		
Project Timeline		



Key Resources

Key Resources	Name	Name
Stakeholders		
Subject Matter Experts		
Project Manager		
Design Team		
Development Team		
Implementation Team		
Evaluation Team		
Vendors		









We are looking forward to working with you.

Thank You.