

*Improving Performance
Through Training/Education*

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*College of
the Mainland*

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*“Learning is directly proportional to
the amount of **fun** you’re having.”*

Bob Pike

Workshop Agenda

Time	Topic
10 Minutes	Workshop Expectations and Objectives
20 Minutes	Training vs. Performance
10 Minutes	Bloom's Taxonomy
15 Minutes	Training to Performance Steps
15 Minutes	Learning Cone Training Tools
10 Minutes	Review Workshop Objectives, Share Key Learnings and Complete Evaluations

Workshop Learning Objectives

At the end of this workshop, you will be able to:

- Explain the relationship between training and performance.
- Describe application of Bloom's Taxonomy hierarchy in improving job performance.
- Identify the learning and performance impact of various types of training tools in the cone of learning.

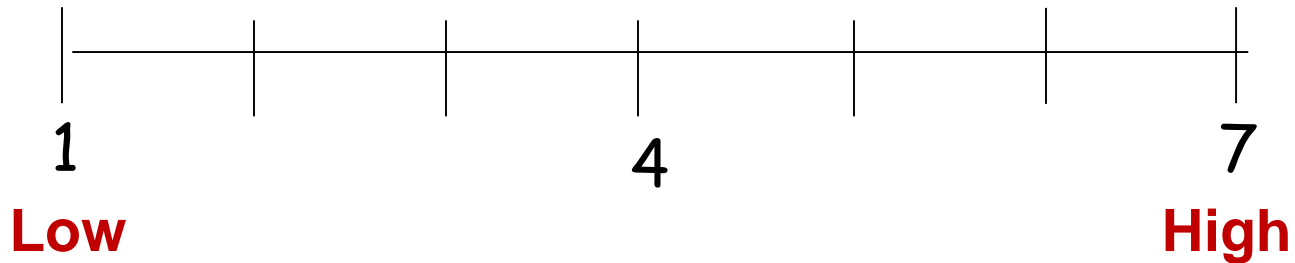
Workshop Expectations

Use your learning journal to:

- Write down at least one thing you'd like to learn during this workshop
- Share what you'd like to learn with another participant



Initial Personal Expectation Ratings



- A. How valuable do you feel this workshop will be to you?
- B. How participative do you plan to be during this workshop?



Power of Attitude

“**Ability** is what you’re capable of doing,
Motivation determines what you do and
ATTITUDE determines how well you do it.”

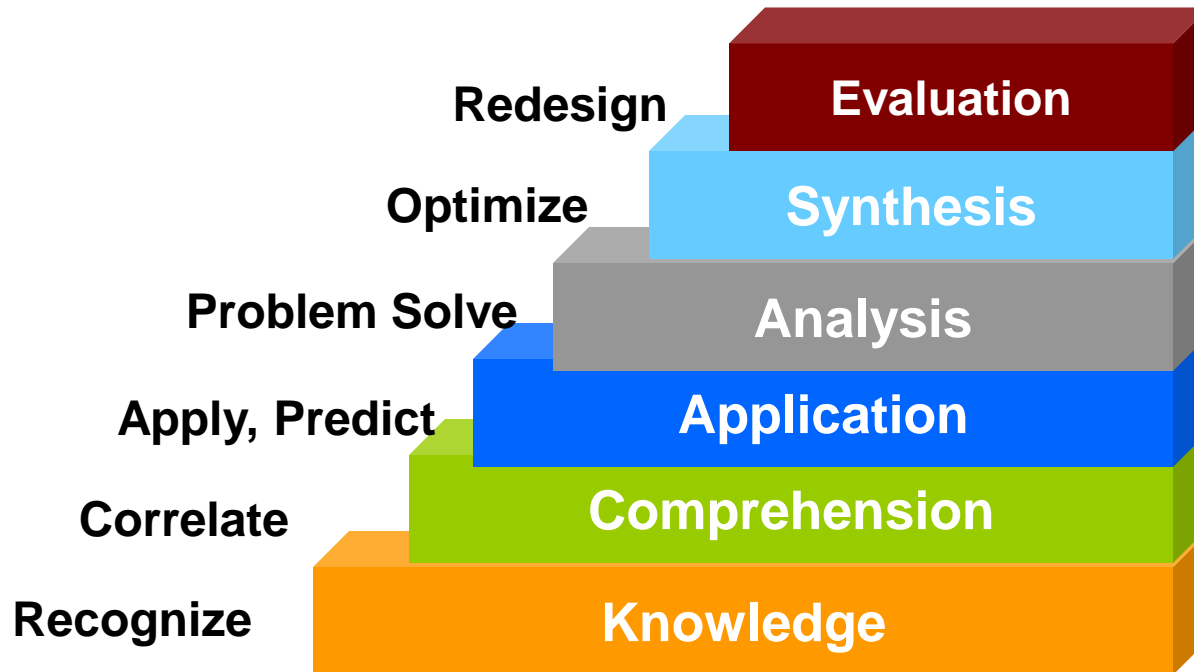
Lou Holtz

Training vs. Performance

- What is the relationship between training and performance?
- What is your best tip for training and developing others to be the best they can be?
- What motivates you to do a good job as a trainer/educator?

Learning Hierarchy

Bloom's Taxonomy (Cognitive Domain)

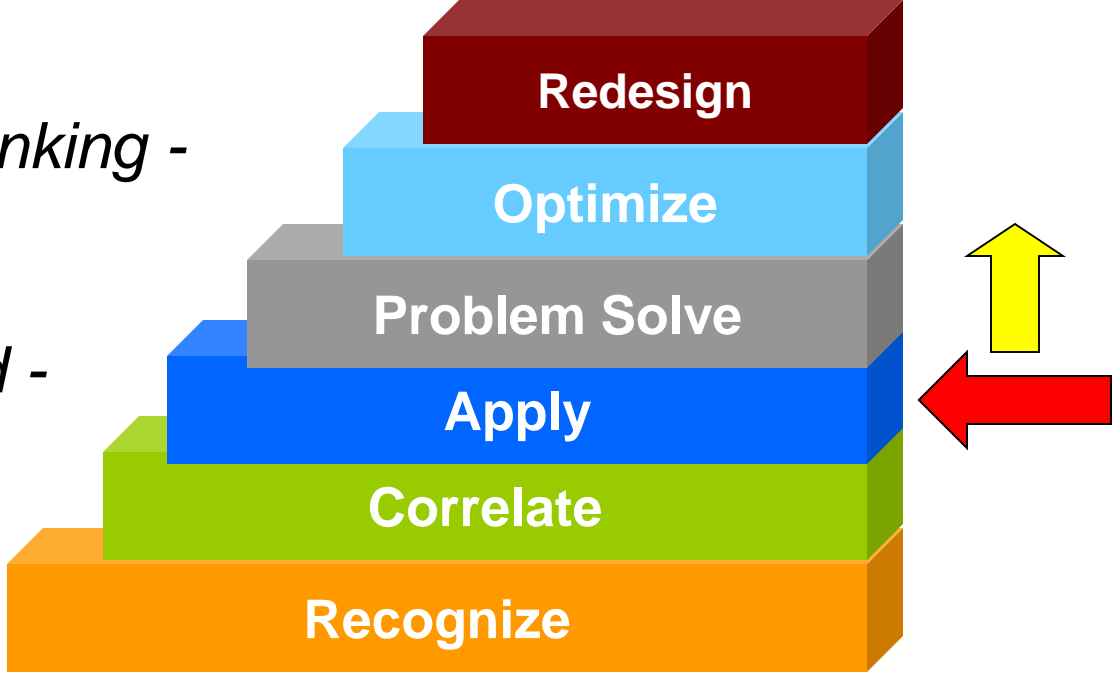


Learning Hierarchy

Performance

*Critical Thinking -
Proactive*

*Task Based -
Reactive*



Best Instructor/Trainer

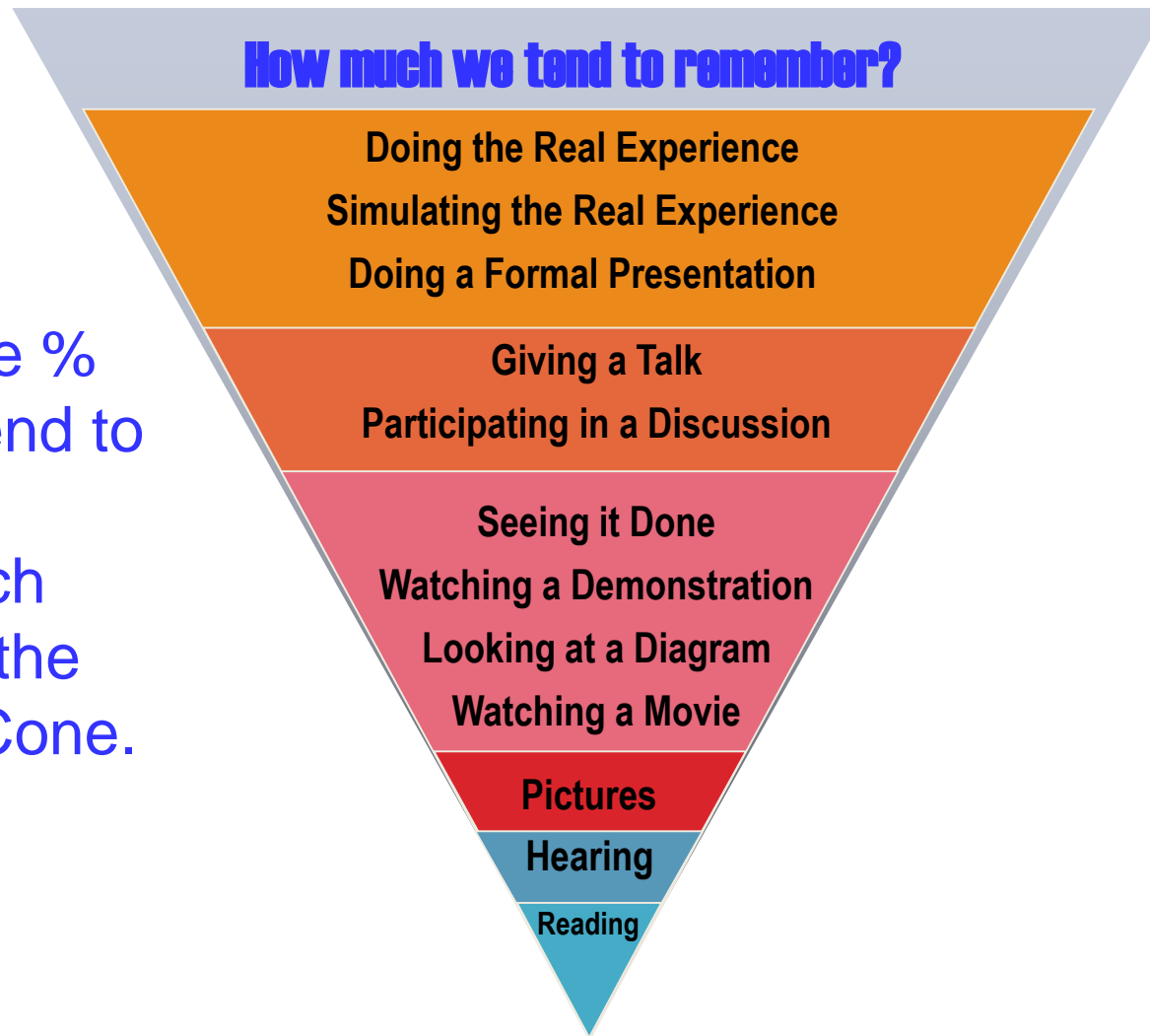
- What are the characteristics of your best instructor or trainer
- How did your best instructor or trainer impact your learning and development?
- How did this experience impact your overall performance and career progression?

Training to Performance Steps

1. Explain **WHY** it's important to perform task
2. Explain how to perform task
3. Demonstrate how to perform task
4. Have trainee tell you how to perform the task
5. Have trainee demonstrate how to perform task

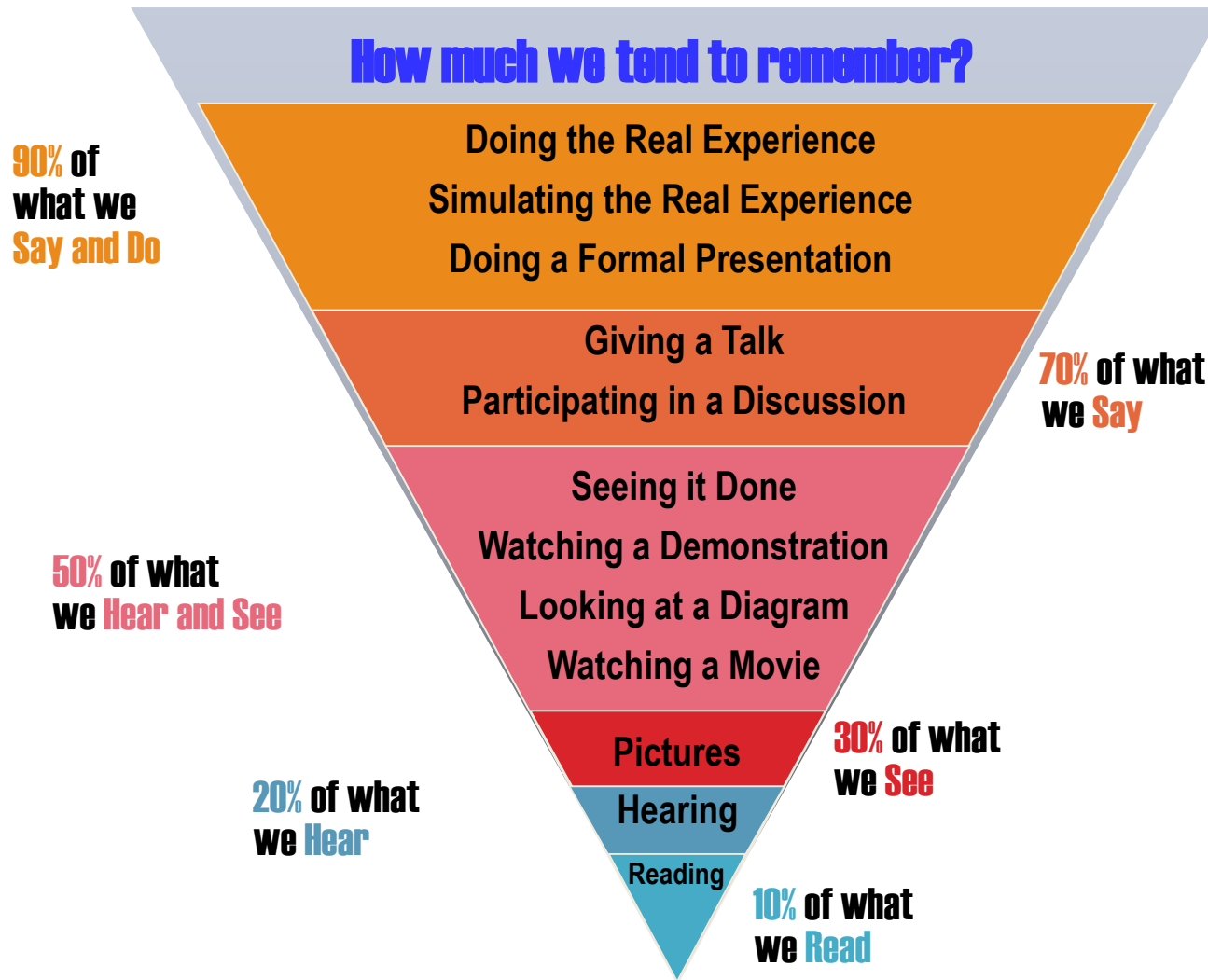


The Learning Cone Exercise



Write in the % learners tend to remember beside each section of the Learning Cone.

The Learning Cone



The Transfer of Training

What is **WII-FM**?

What's in it For **Me!**



Effective Instructional Delivery

- Step 1: State the Lesson Title
- Step 2: State the Lesson Objectives
- Step 3: Introduce the Lesson
- Step 4: Assign Reading and Interactive Exercises
- Step 5: Present the Lesson
- Step 6: Complete Participative Exercises
- Step 7: Summarize the Lesson

Tell them what you're going to tell them, **tell them**, then **tell them** what you told them.

Key Messages

- Use the knowledge, tips and learnings from this workshop to improve your competence and confidence as a Trainer.
- Use a variety of teaching methods to facilitate a participative, fun learning environment.
- Continuously improve your training events through feedback process.
- **Be a change agent difference maker 24/7/52!**

Workshop Learning Objectives

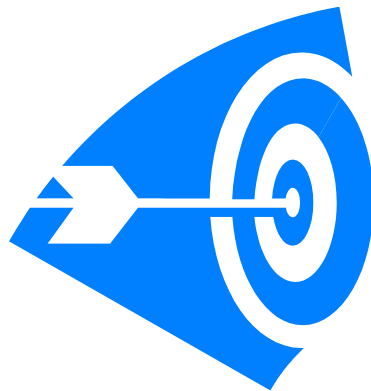
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Workshop Action Plan

Use your learning journal to:

- Write down one thing you learned during this workshop
- Write down one thing you will do differently as a result of participating in this workshop
- Write down one thing you will share with another person



ATTITUDE

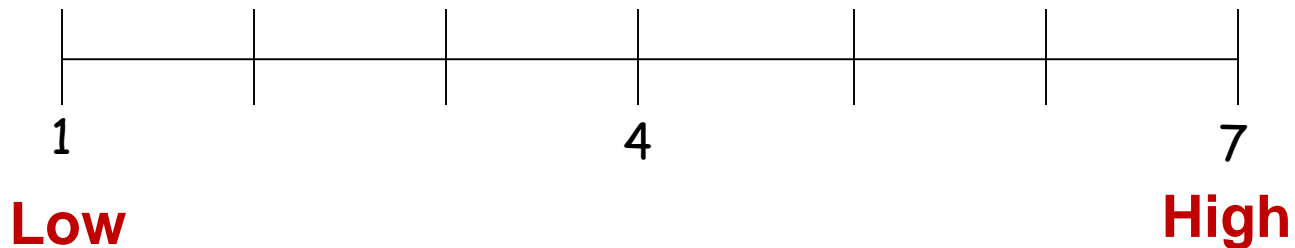
by Chuck Swindoll

"The longer I live, the more I realize the impact of attitude on life. Attitude, to me is more important than facts. It is more important than the past, than education, than money, than circumstances, than failures, than successes, than what other people think or say or do. It is more important than appearance, giftedness or skill. It will make or break a company ... a church... a home. **The remarkable thing is we have a choice every day regarding the attitude we will embrace for that day.** We cannot change the past... we cannot change the fact that people will act in a certain way. We cannot change the inevitable. The only thing we can do is play on the one string we have, and that is our attitude.... **I am convinced that life is 10% what happens to me and 90% how I react to it. And so it is with you.... we are in charge of our attitudes."**

Wish you continued success in the future
and let us all watch our attitudes....

They make a difference in what kind of experience we have everyday.

Final Personal Expectation Ratings



- A. How valuable do you feel this workshop was to you?
- B. How participative were you during this workshop?



Final Thoughts

Thank you so much for your participation and creating a great learning environment. Please use the information and learnings to make a positive difference for you, your work team and your organization.

