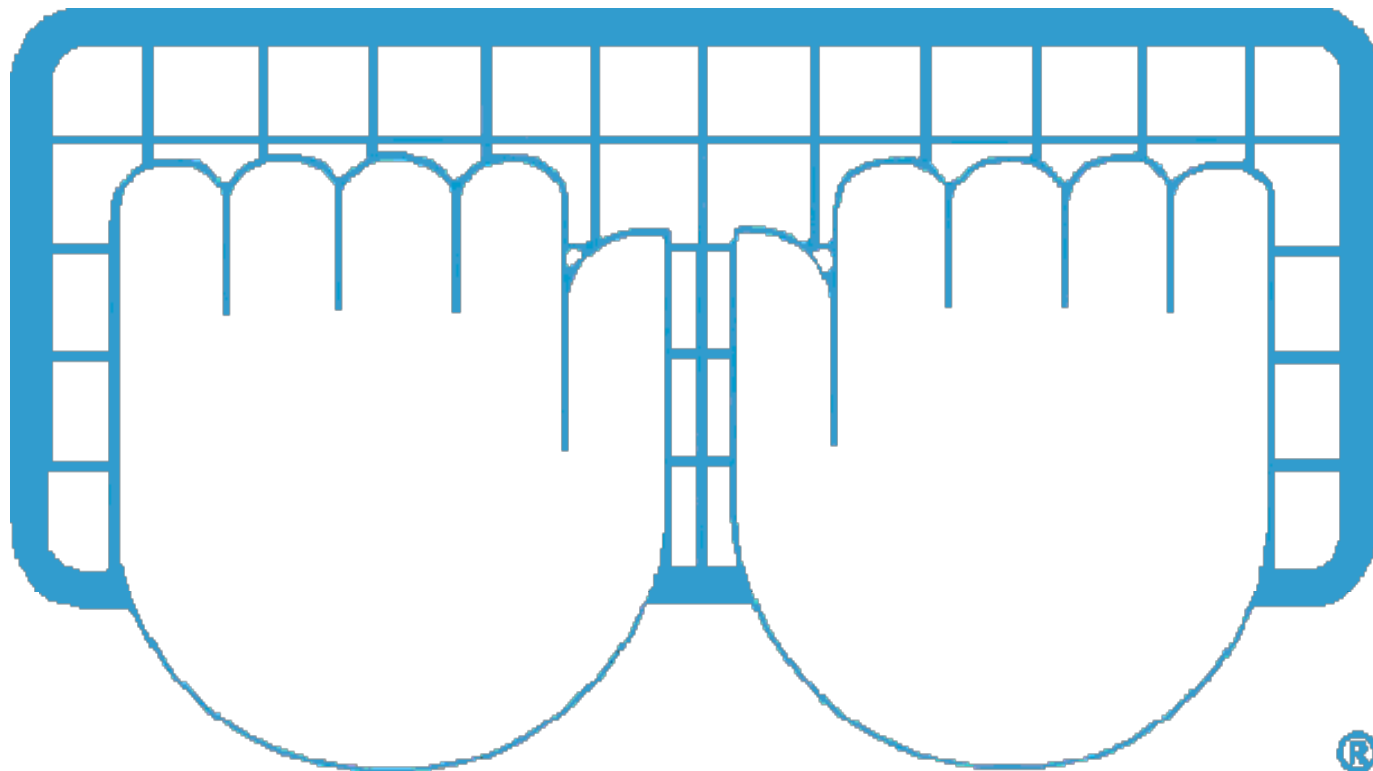


# Why Web-based Training



# Web-based Training: Purpose and Value

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- Web-based training:
  - Minimizes instructor and student travel time and related expenses.
  - Reaches geographically dispersed employees.
  - Provides a convenient learning environment.
  - Provides real-time interaction with the instructor.
  - Presents opportunities for employees to advance their skills while gaining access to colleagues and experts from other locations.

# Live Web-based Training: Featureset

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- Live web-based training utilizes:
  - Interactive lessons.
  - Application sharing.
  - A virtual whiteboard.
  - Break out sessions.
  - Private text chat.
  - Assessments, testing, and polling.
  - SYS-ED websites.

# Synchronous Delivery of Content

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- Training is done in real-time by a subject matter expert presenting and facilitating the instruction.
  - Everyone in the group logs in at a set time and can communicate directly with the teacher and with each other.
  - A trainee can raise a cyber hand and view the cyber whiteboard.
  - This type of training takes place using Internet web sites, audio- or video-conferencing, Internet telephony, or two-way live broadcasts.

# Asynchronous Delivery of Content

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- Training is self-paced in one of three forms:
  - Network-based.
  - Intranet- or Internet-based.
  - DVD-based.
- Access to the instructor can be initiated through online bulletin boards, online discussion groups, instant messaging, and e-mail.

# Infrastructure for Content Delivery

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- An infrastructure is provided for:
  - Administration, content delivery, and selection of subject matter.
  - Corresponding with the subject matter expert, utilizing web-based support services, and assessing mastery of subject matter.

# Effective Web-based Training

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- Effective web-based training:
  - Melds the qualities of instructor-led training with a virtual, online classroom.
  - Is comprised of a presentation outline, lecture, demonstration, examples, sample programs, exercises, and assessment questions.
  - Provides for a modality of instruction which allows for the utilization of different training methods in conjunction with a personalized presentation of subject matter.
  - Can be delivered in the form of a web application.

# Web-based Training: Lesson Plan

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- A lesson plan is the foundation for the web-based delivery of content.
- The lesson plan provides:
  - Intended audience.
  - Course duration.
  - Timing for course modules.
  - A presentation outline.
  - Performance objectives.
  - Examples and sample programs.
  - Case studies and exercises.
  - Assessment validation.



# Web-based Training: Performance Objectives

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- Information technology subject matter is translated to performance objectives.
- Performance objectives are mapped to examples and exercises.
- For training programs, educational consultancy and guidelines are incorporated into the performance objectives, examples, and exercises.

# Web-based Training: Examples and Exercises

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- Based upon the background of the audience and operational objectives of the client organization:
  - Integrated exercises are selected, created, and adjusted to the operating system and system software being utilized.
- A log is kept of the exercises that have been completed.
  - Modular and pre and post course validation assessment is utilized to verify mastery of the subject matter.

# Web-based Training: Courseware - 1

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- Courseware is an important component in the delivery of web-based content:
  - Courseware is derived from a lesson plan and provides a framework for a sequential and logical presentation of subject matter.
- Courseware integrates and facilitates the mastery of the performance objectives and exercises:
  - As a vehicle to teach and learn from.
  - By explaining and reinforcing the subject matter.
  - As a reference source.

# Web-based Training: Courseware - 2

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- Courseware includes:
  - Narrative descriptions.
  - Diagrams which explain.
  - Code snippets.
  - Skeleton programs.
  - Case studies.
  - Exercises.
  - Technology updates.
  - Training aids.
  - Modular validation assessment.
  - Review questions.
  - Pre and post course validation assessment.

# Web-based Training: Investment in IT Infrastructure

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- Quality web-based training:
  - Is an investment in information technology infrastructure.
  - Is available in multiple delivery medium.
  - Provides documentation which delivers ancillary value to the organization.
  - Results in subsequent utilization being less expensive in terms of incremental cost and cost per trainee.