At TTA, We Have a Talent for
vILT and eLearning Conversions

How to Successfully Convert ILT to VILT or eLearning

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AGENDA

- What Is vILT and eLearning

- Case Study: Calling it from the Airport

- Benefits and Challenges of vILT and eLearning

- Best Practices for Converting Training

- How to Justify the Project to Your Stakeholders

- Questions and Next Steps

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What is vILT?

- TrainingIndustry.com defines vILT as
  - Training that is delivered in a virtual or simulated environment[1]

- Fast facts:

  - Different from webcasts and webinars insomuch that vILT maximizes the virtual learning environment through interactions, breakout rooms, and group collaboration
  - 11 percent of hours used in 2018[3]

What is eLearning?

- ATD defines eLearning as
  - A structured course or learning experience delivered electronically[2]

- Fast facts:

  - Accounted for nearly 40 percent of formal learning hours in 2017[2]
  - More than one billion learners abruptly became eLearners in the last quarter[3]
  - 8/10 had access via a laptop, 7/10 had access via a desktop, and 4/10 used a smartphone[3]

1 https://trainingindustry.com/wiki/remote-learning/virtual-instructor-led-training-vilt/
2 https://www.td.org/talent-development-glossary-terms/what-is-e-learning
3 https://www.td.org/user/content/tareqomairi/e-learning-is-booming-now-but-ar-vr-are-not-why-04-23-20-01-00

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Case Study

Calling it from the Airport

1. **What was the vision of the initial project?**

2. **What derailed the initial vision?**

3. **What were some lessons learned?**

4. **How was the change received by the client?**

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Benefits of vILT

- Makes ROI tracking possible

- Is adaptable

- Teaches staff to work remotely

- Provides opportunity to review material and redefine learning goals for your current needs

- Encourages organization to review information management policies, procedures, and real-life usability

- Enables reusable content that can be repurposed to different delivery modalities

- Addresses accessibility gaps

- Provides opportunity for social learning

Challenges of vILT

- Relies on user adoption and comfort with a virtual environment

- Requires delivery tools that may be new to the facilitator and the learner

- Requires a financial investment

- Exposes systemic areas for improvement within the organization as people learn and work in new ways

- Needs manager approval of virtual learning vision

Benefits of eLearning

- Is self-paced and asynchronous

- Easily customizable and updated

- Can provide branching learning

- Is increasingly popular

- Decreases time away from work duties

- Offers easily trackable results

- Helps even the available hour per TD Staff Member

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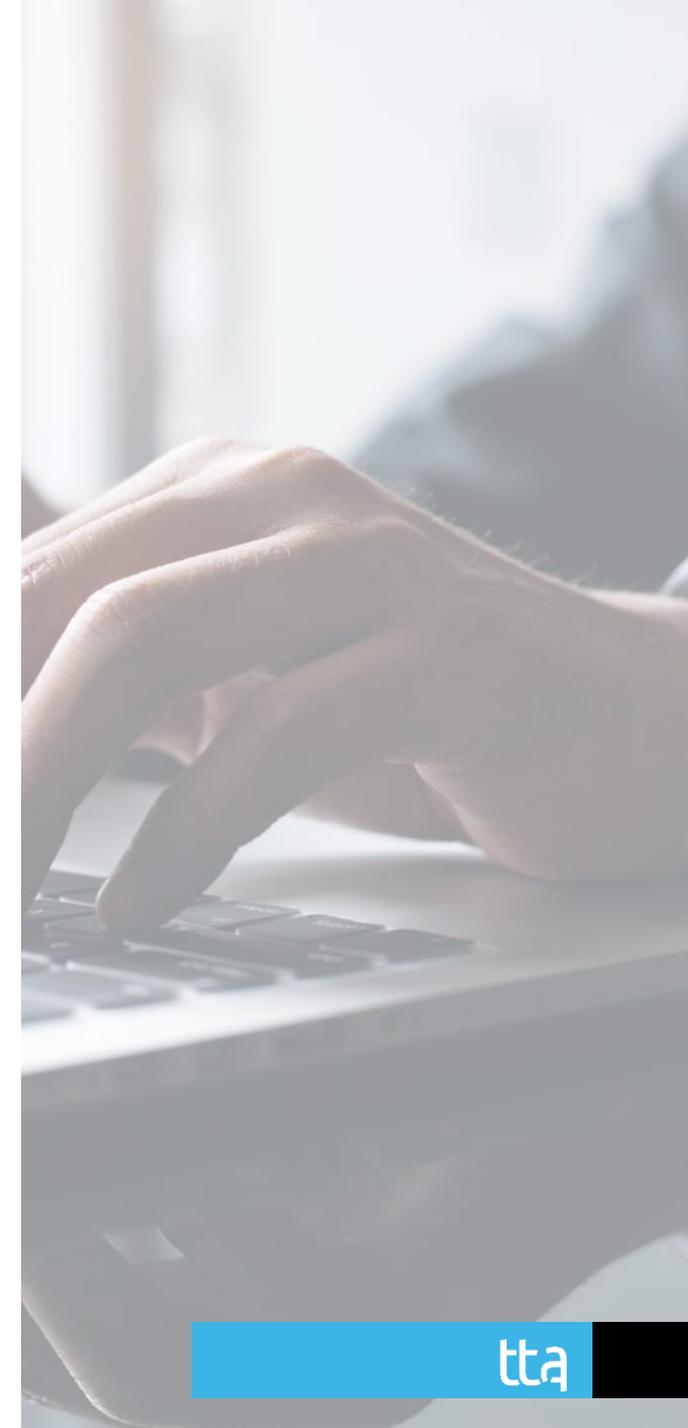
Challenges of eLearning

- Relies on user adoption

- Requires buy-in

- Eliminates elements some learners prefer about ILT

- Requires a varying level of technical support

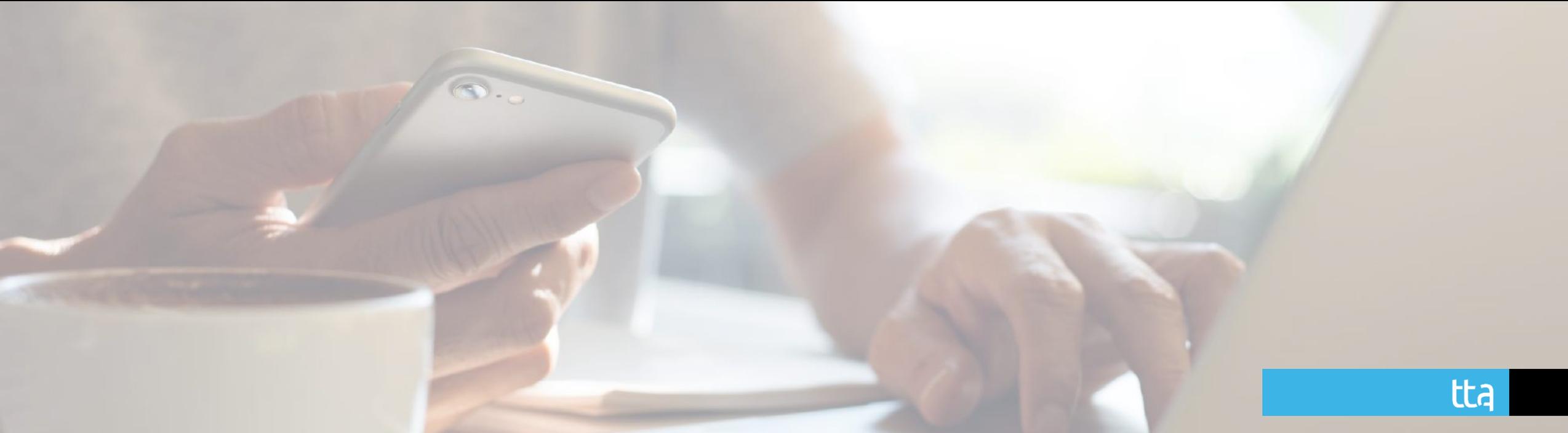- Requires hardware

- Is easy to do poorly
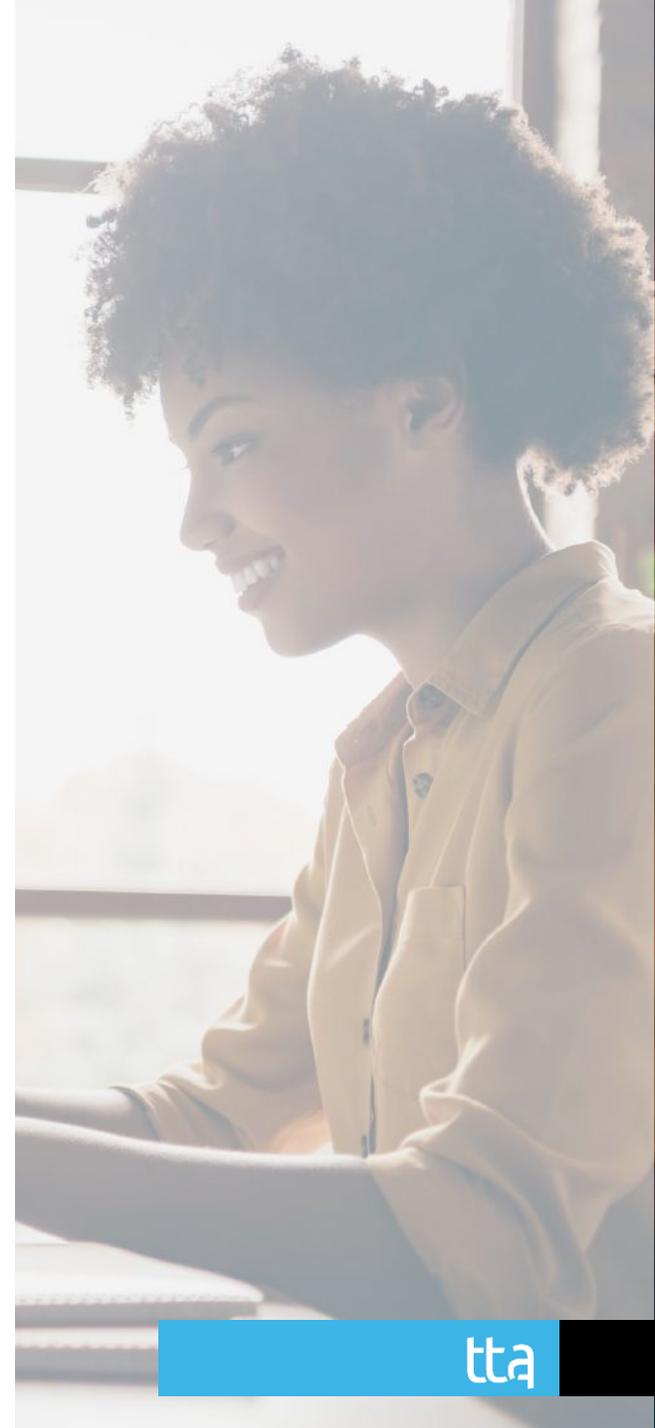
Key takeaways

vILT

- Presents opportunity to review learning objectives
- May require buy-in from people unfamiliar with vILT
- Requires people to learn new programs

eLearning

- "Future proofs" your training
- Offers trackable metrics
- Loses some social aspect

Best Practices for Converting Training

Do

- Carefully assess the learner needs and learning objectives of the current and future training
- Take stock of what materials are available (and where they are located)
- Get buy-in from all stakeholders early in the process
- Test run the training in the platform
- Leverage most valuable assets in the new platform to your advantage
- Prepare learners and set expectations

Don't

- Become too dedicated to keeping specific aspects of your current training
- Use every feature in your new delivery platform
- Jump into a conversion blindly
- Translate your training 1:1

Consider

vILT

- Generate a T3 (especially if facilitators will be unfamiliar with vILT)
- Encourage breaks
- Learn to be OK with silence
- Use a producer for technical support

eLearning

- Determine what platform is best for your learning needs
- Confirm how your users will access the content

What is vILT Ideal For? (examples)

- A top-five consulting agency that wanted to retain their "face-to-face" culture

- A healthcare organization that needed to transfer critical bedside skills

- A technology organization that utilized a blended approach to onboard and upskill their sales staff

What is eLearning Ideal For? (examples)

- A national property developer who had to revolutionize their payment systems and needed to retrain their entire staff

- A not-for-profit dedicated to making summer camps a safe place through intensive onboarding

- A multinational organization facing an upcoming retirement cliff

- A utilities company that needed to convert compliance training ppts to Articulate Rise quickly and cost-consciously

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How to Justify the Project to Your Stakeholders

1. Get your facts in order
a) What is the training to be converted?
b) How long is the current training?
c) Why is this training a good candidate for eLearning or vILT?
d) Does this training need updating regardless of conversion?
e) What works about this training?
f) What does not work about this training?
g) Who are the key stakeholders?
h) Go to thetrainingassociates.com to collect information on vILT, custom learning solutions, and how to bring your onboarding to life!

2. Think through common objections
a) Training is too expensive
b) We already have training
c) How will we measure success?
d) Why should we pay for content when Wikipedia exists?
e) Our content doesn't work for (eLearning, vILT).

3. Cost out the solution
a) What is your timeline?
b) How long do you want your new training?
c) What are the materials you have ready for conversion?
d) Is there anything new you wish to add?
e) *(pro tip: reach out to TTA to start discussing solution options*

4. Present your plan and get approval
a) Complete this checklist
b) Tie your case to your organization's objectives
c) Define success measures, demonstrate how they will be tracked
d) Listen to objectives and adapt your plan

5. Call TTA to find out more

Questions

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