

ADVISOR Enterprise

Strategic Training Planning System



ADVISOR Enterprise is a web based decision support tool to help organizations develop and implement effective, efficient training strategies as well as assess their impact. ADVISOR is made up of the following 5 modules that can be used separately or in any combination.

#1. Align Training with Organizational Goals

Who needs to be trained, on what, when and why

Improves training decisions by identifying and prioritizing knowledge, skills and competencies needed by each group (occupation) to meet unit and organization missions and goals. In addition to establishing a clear line of sight between employees' tasks and organization goals, ADVISOR assesses the need for training using the Difficulty, Frequency and Importance (DIF) model.

Mission, Job, Task and Knowledge/Skill Analysis

#3. Select the Right Blend of delivery Options

What is the most effective and economical way to deliver training

Improves training decisions by rating the effectiveness and computing the costs of alternate blends of delivery options. In addition to maximizing training efficiency, ADVISOR minimizes costly errors by assessing the risks and impact of eLearning and training devices on learners, learning and the organization.

Media, Cost and Return on Investment (ROI) Analysis

#4. Manage Training Budgets & Resources

How much money and resources are needed

Maximizes training efficiency by quickly and accurately forecasting and comparing the costs of running one or multiple training programs using various blends of delivery options. In addition to improving training decisions, ADVISOR facilitates project planning and resource management by forecasting money and resources needed to develop, deliver, administer, manage, maintain and support training programs over life cycle.

Forecast, Optimize, Track & Measure Training Budgets & Resources

#5. Project & Resource Management

How training should be implemented

Keeps projects on time and within budget by developing program project plan, identifying critical paths/milestones, assigning personnel and resources as well as monitoring progress. In addition to anticipating potential problems and facilitating the implementation of corrective measures, ADVISOR improves resource allocation by tracking the utilization rates of personnel and resources.

Project and Resource Management

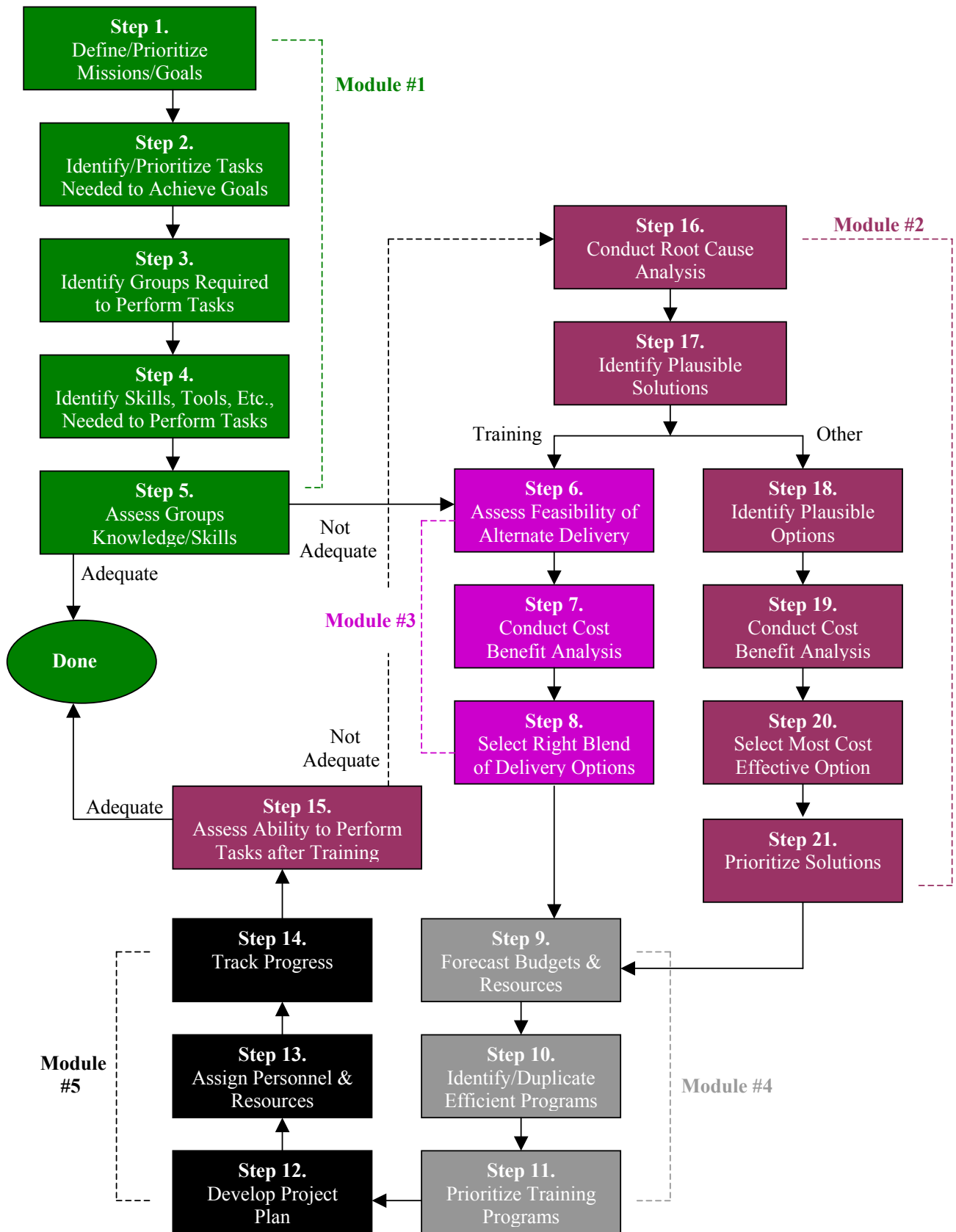
#2. Improve Human Performance

How did training impact performance and organizational goals

Improves performance by zeroing in on the source of the problem and identifying solutions that produce the desired level of productivity. Moreover, ADVISOR highlights actions that will generate the greatest impact by assessing the feasibility of implementing plausible solutions as well as forecasting the costs, benefits and return on investment (ROI) of each intervention.

Performance Gap, Cost and ROI Analysis

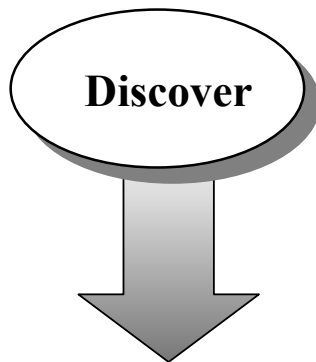
Analysis Process



Approach

Why is ADVISOR Enterprise so effective? Your resources are maximized by identifying the most effective and efficient venues to quickly achieve your objectives. In addition, facts support your decision making process, helping you create consensus to stay the course.

Using our proprietary methodology, your efforts unfold in four phases.



Phase I: Discover

The objective of this phase is to uncover your priorities, money and resources allocated/required by training programs that support your goals and set clear objectives for moving forward. This initial phase involves data gathering, analysis and strategic planning designed to document the relationship between training activities and organizational goals.

The analysis is not limited to costs, but extends to effectiveness – i.e., how each training activity impacts performance and how well does it meet learners, learning and organizational needs. Without it, we cannot truly assess the significance of training, whether the required knowledge/skills/competencies are being acquired, and the potential impact of alternate delivery options.



Phase II: Strategize

After articulating your goals and validating the potential impact of each activity, ADVISOR can (a) prioritize training activities, (b) assess the impact of various programs, (c) identify what worked and why, (d) detect problem areas, (e) assess the impact and risks of alternate delivery options, (f) evaluate build versus buy decisions, (g) evaluate the use of internal versus external resources, (h) consider multiple what if scenarios, as well as (i) forecast training budget and resources.



Phase III: Prioritize

All of the information, analysis and strategies from phases 1 and 2 are distilled into an action plan. The action plan provides a clear picture of which actions generate the greatest impact and why, as well as how the success should be measured – i.e., desired performance of each group. The action plan provides the entire team a context with which to evaluate the success of their efforts.



Phase IV: Optimize

With ADVISOR, you can forecast and monitor the impact of all activities to ultimately generate the highest return on your investment. More than a “point in time” exercise, measurement becomes a perpetual process engrained in each initiative. Over time you will build a powerful database of what is working, and where to invest future dollars for maximum efficiency. Activities are presented in “dashboard” formats that facilitate communication and decision-making, and are easy to manage and understand at various levels.

Key Benefits

Improve Training Decisions

- Identify training needed by job profile, unit and organization to meet goals. Prioritize programs based on needs and generate plan of action.
- Establish clear links between training, performance and goals.
- Assess ways to deliver training more effectively & economically – such as alternate blends of delivery options, build versus buy, trainees to instructor ratios, facilities location, and so on.
- Identify and duplicate programs that are running effectively.
- Generate benchmark reports to gauge training investment over time, to peers and competition.
- Develop project plans that keep projects on time and within budget.
- Improve resource allocation by finding out who is doing what at any given time as well as monitoring utilization rates.

Reduce Analysis Time

- Provide a simple, step-by-step methodology for inexperienced users to conduct mission, job, task, performance, media and cost analysis.
- Utilize common measures such as hourly rates of developers, instructors and support staff; average time needed to develop, manage and support courses with different levels of complexity, average trainee's per diem and travel costs; equipment operational costs, etc., to quickly and accurately forecast money & resources needed by one or multiple training programs.
- Facilitate collaboration, sharing and reuse of data. All data is saved in a centralized database – accessible anytime and from anywhere to multiple users. Data available to user is limited through privileges.
- Facilitate report generation. Data can be easily rolled-up, sorted, compiled and compared among multiple projects and users.
- Quickly determine the impact of changes to standards, policies or tools on various training programs; as well as readjust training plan as priorities and/or budget changes.
- Meets the requirements of US (MIL-HDBK-29612), Canadian (CFITES) and UK (DTSM) military standards.

Improve Performance

- Assess the effectiveness of training by considering the impact of other factors such as expectations, feedback, resources, incentives, capacity and motivations on performance.
- Identify the cause of a performance deficiency and interventions that would generate the greatest impact by assessing the feasibility of implementing plausible solutions, costs, benefits and return on investment (ROI).

Develop Effective Reports & Presentations

- Generate clear, simple to follow charts, tables and reports to effectively communicate the results to others.
- Build a business case for training programs. Demonstrate the impact of recommendations on performance and organizational goals.