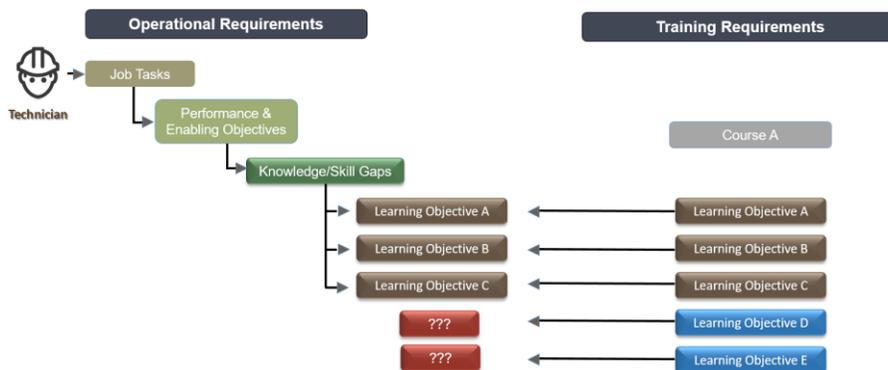


## How to Drive Training Efficiency

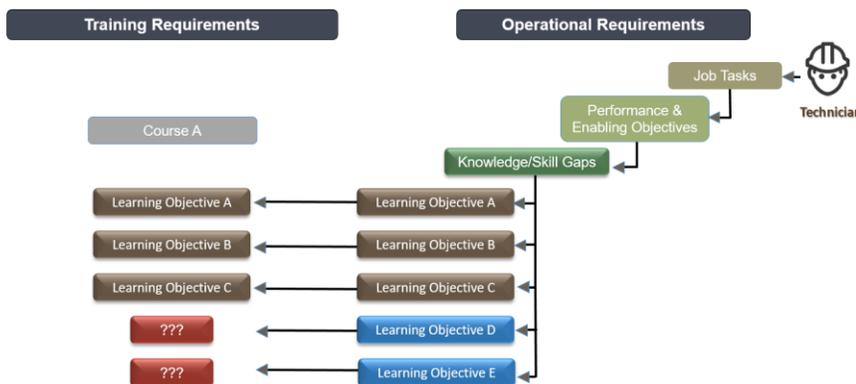
The primary objective of training is to supply operation-ready individuals. This implies that in order to design effective training programs, there needs to be a clear understanding of job requirements – i.e., what tasks are individuals expected to perform to achieve missions/goals, operate systems, maintain equipment, and support clients. In other words, good design should always start with operational requirements to ensure efficient training. In theory, training needs analysis should perfectly align training with operational requirements; but environments are not static. So, as missions, goals, jobs, equipment, policies, and tasks evolve, the alignment of courses and training activities with operational requirements gradually deteriorates. Identifying and eliminating training creep (i.e., unnecessary training) reduces the time needed to build competencies, cuts training development and maintenance costs, all while improving training efficiencies.

### Challenge: Identify Training Creep



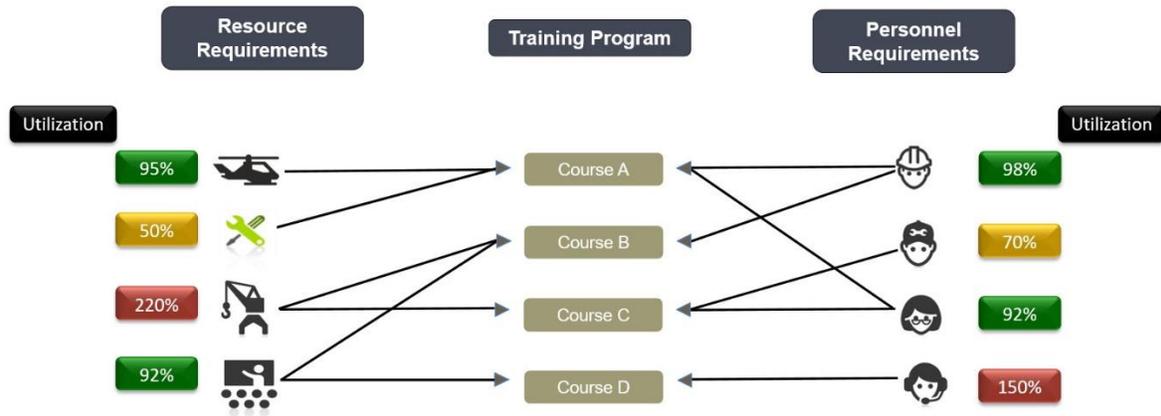
Just as workplace requirements evolve, so does the knowledge, skills and attitudes required to support changes in missions, goals, jobs, equipment, policies, and tasks. Meaning, existing training courses and activities may no longer address all gaps. Identifying changes to existing training programs and new courses/activities will preserve and improve training effectiveness; and in-turn job performance.

### Challenge: Identify Training Gaps



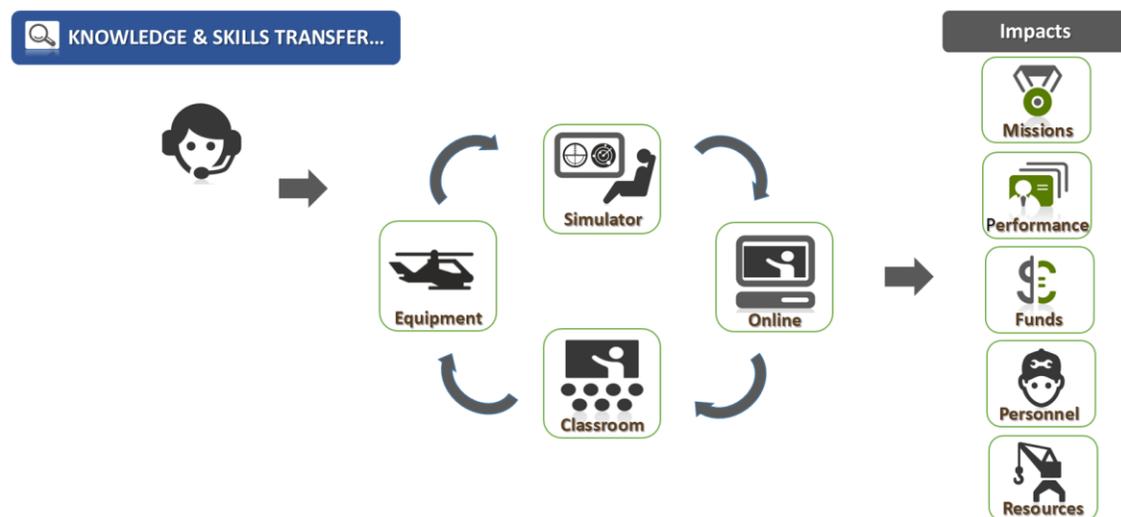
Further training efficiency can be attained by minimizing bottlenecks – for example, ensuring that adequate instructors, technicians, classrooms, equipment, and simulators are available to meet demand. Forecasting personnel and resource requirements for any given time period will facilitate planning; the successful execution of training programs; and the optimization of personnel and resources. In addition, it will uncover cost drivers; for instance, how are training funds allocated between equipment, instructors, admin, infrastructure, travel, etc. Understanding this breakdown, will accelerate the exploration of alternate delivery options.

### Challenge: Identify & Optimize Personnel / Resource Requirements



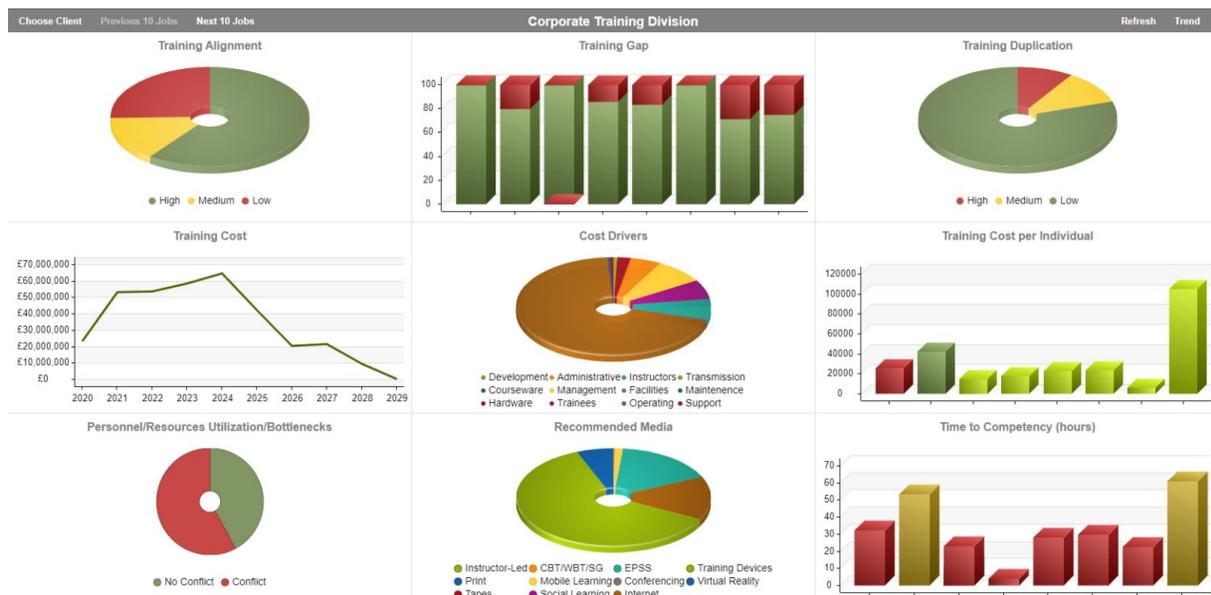
Technological solutions, such as computer/web based training, virtual classrooms, training devices, and virtual reality can provide alternate teaching venues, while increasing training effectiveness and efficiency. Online learning, for example, can reduce travel costs and time to competency. While, simulators and virtual reality can provide safe environments to practice emergency procedures and dangerous scenarios.

### Challenge: Leverage Technology



BNH Training Management System ADVISOR Enterprise provides the following features/benefits:

- **System of Record.** Store operational and training-related data, including: missions, systems, jobs, tasks, objectives, knowledge, skills, attitudes, and variants in a centralized database that can be accessed anytime and from anywhere.
- **Reveal Training Creep.** Map training activities to operational requirements to uncover training that is no longer relevant.
- **Simplify & Speed Training Analysis & Design.** This includes data collection; data analysis (DIF, Media, training requirement for each client, personnel/resource requirements, costs, etc.); data management and reports generation.
- **Forecast Personnel/Resources.** Quickly identify courses, activities, budget, personnel and resource requirements for any time period.
- **Leverage Training Technology.** Quickly forecast and compare the costs of viable delivery options to identify the optimal solution. Conduct what-if scenarios in minutes to assess the impact of blended delivery, build-versus-buy, use of internal versus external personnel, and so forth.
- **Preserve Training Effectiveness.** Quickly assess how changes to missions, goals, jobs, equipment, policies, and tasks impact courses, activities, lessons and teaching points.
- **Drive Training Efficiency.** Generate daily health snapshots on the training organization to continually realign courses/activities with operational requirements. Thus, identifying gaps, unnecessary training, cost drivers, bottlenecks and opportunities for leveraging technology.



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