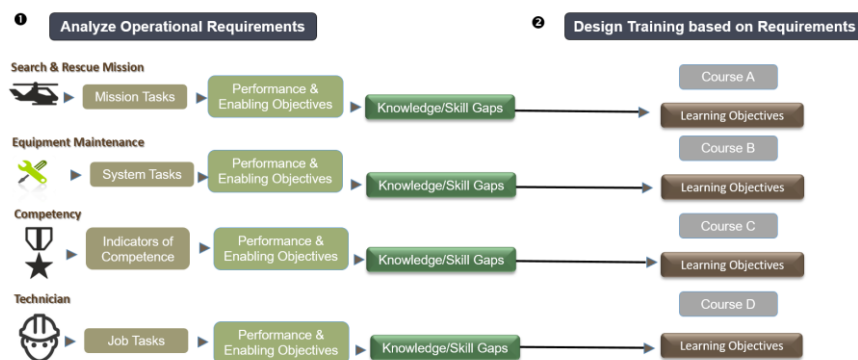


How to Maintain Training Alignment

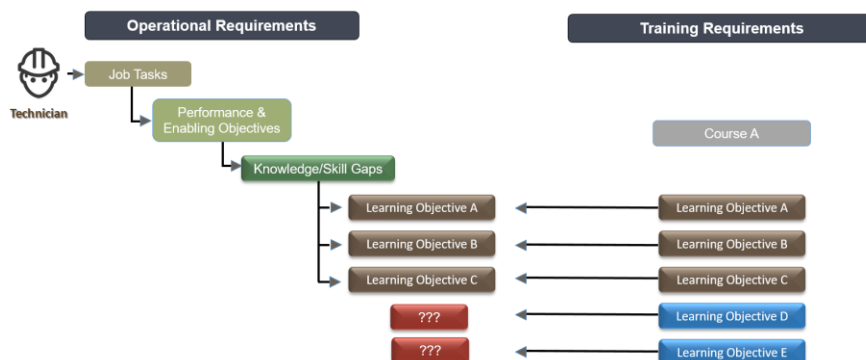
The primary objective of training is to supply operation-ready individuals. This implies that in order to design effective training programs, there needs to be a clear understanding of job requirements – i.e., what tasks are individuals expected to perform to achieve missions/goals, operate systems, maintain equipment, and support clients. In other words, good design should always start with operational requirements. Once the tasks and standards (indicators of competence) of each job profile are defined, the DIF model can be used to assess training priority based on their difficulty, importance and frequency. Additionally, the knowledge, skills, attitudes and level of competency needed to perform each task can be identified. Gaps can then be detected by comparing the knowledge, skills, and attitudes required to perform each task to those that individuals already possess – i.e., the training needed to enable them to perform their job to the desired level.

Challenge: Align Training with Operational Requirements



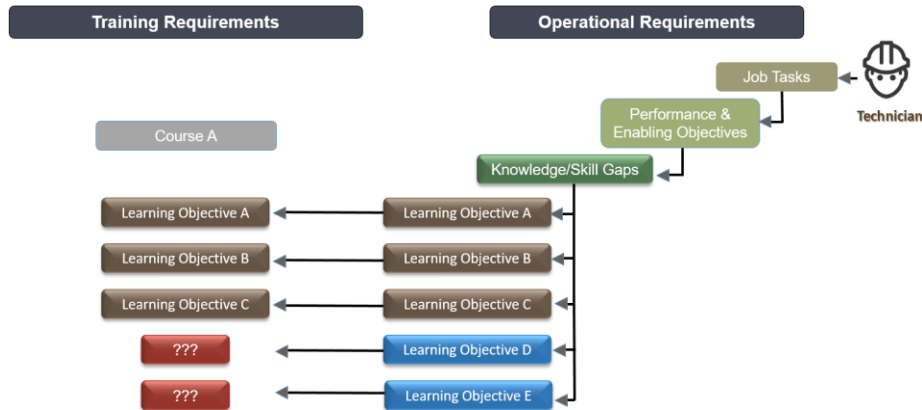
In theory, training needs analysis should perfectly align training with operational requirements; but environments are not static. So, as missions, goals, jobs, equipment, policies, and tasks evolve, the alignment of courses and training activities with operational requirements gradually deteriorates. Identifying and eliminating training creep (i.e., unnecessary training) reduces the time needed to attain competency, cuts training development and maintenance costs, all while improving training efficiencies.

Challenge: Identify Training Creep



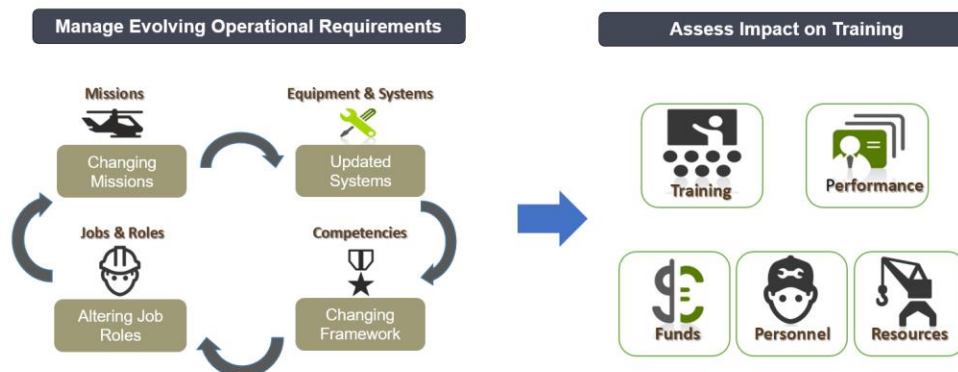
Just as workplace requirements evolve, so does the knowledge, skills and attitudes required to support changes in missions, goals, jobs, equipment, policies, and tasks. Meaning, existing training courses and activities may no longer address all gaps. Identifying changes to existing training programs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

Challenge: Identify Training Gaps



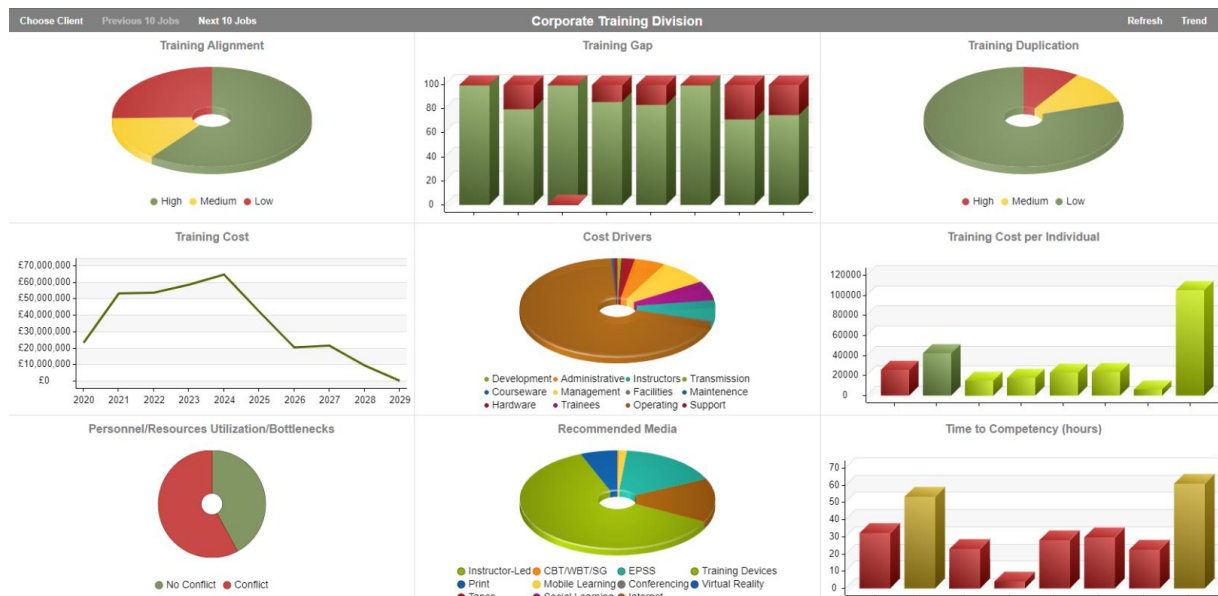
Unfortunately, maintaining alignment between training and operational requirements is further exasperated by factors, such as: operational requirements being managed by multiple teams; the impact of changes on training not being evident; and adjustments to operational requirements not timely communicated to training team. As a result, misalignment between training and operational requirements remains undetected; causing a decline in the effectiveness and efficiency of training.

Challenge: Manage Changes & Assess Impact



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.
- **Identify Training Gaps.** Identify training requirements that are not being addressed and their potential impact on missions/goals.
- **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.
- **Minimize Duplication.** Compare tasks between multiple systems/equipment or variants to quickly identify common and platform-specific requirements.
- **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 training courses/activities with operational requirements. Thus, identifying gaps, unnecessary training, cost drivers, bottlenecks and opportunities for leveraging technology.



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