

# **Online Learning Benefits Everyone**

When there are gaps in our understanding of a task it can cause stress and reduce productivity. At some point in our lives most of us have been extremely frustrated trying to get a computer to perform to our wishes. For some it may have been a PowerPoint presentation formatting problem, for others maybe it was endless hours on a Crystal Reports or Excel report. Unfortunately, sometimes it is only after the deadline is met that we discover a time saving feature or function. Education provides the keys to unlocking the benefits of both reduced stress and improved productivity.

Today's online learning offers several unique advantages:

### Accessible

The online design of the courseware offers a tremendous opportunity for individuals to learn without the constraints of time or location. Employees have the ability to learn anywhere, anytime. Spare time can be turned into an educational experience whether it is at work, home or on the road. The courseware is accessible from anywhere in the world where you can access the internet.

### Flexible

Employees can start or stop anywhere in a course and can repeat a lesson as often as they want. There is even the ability to search the complete courseware on a keyword or phrase so they can quickly access the necessary training for the task at hand.

## **Current Content**

Unlike other forms of learning where the material is often prepared a year or more in advance the content of online learning can be updated frequently. With online learning, errors or omissions can be corrected instantly and new material can be easily added as it becomes available.

## **Consistent Delivery**

Making sure everyone receives a consistent delivery of courseware is crucial, especially with topics such as health and safety. Employers can rest assured that each employee has received the same subject matter presented in a consistent format. Certificates of completion can be printed immediately following successful completion of the course

## 24x7 Mentoring

Sometimes employees may have a problem grasping a concept, others may find that learning one concept may stimulate additional questions on a related topic. With 24x7 Instant Mentoring employees can get answers anytime. Just open a chat window and subject matter experts can provide answers within minutes.

### Ease of Use

Online learning is easy to use and only an internet browser is needed to access the courseware. If an employee wants to learn Crystal Reports they don't need to first locate a computer with Crystal Reports installed. The complete learning experience happens within a web browser and there is no software to install.



# **Live Reporting**

Supervisors need the ability monitor employee performance and to ensure employees meet training goals. A variety of reporting information can be accessed by management anytime to view skill assessment scores, when courses were last accessed and the percentage of each lesson completed.

## **Not Intimidating**

Contrary to popular opinion online learning can be more personal and interactive than traditional classroom courses. An employee that would be uncomfortable asking questions in class can communicate comfortably via an online chat session. Employees can also review a lesson several times to make sure they have a good understanding of the concepts being covered.

## **Skill Assessments**

A skill assessment option is available both before and after completing a lesson. This offers the ability to track performance improvements and is helpful in pointing out weaknesses that still exist. Once a passing score on all lessons within a course series is obtained, employee's can print out a certificate of completion.

## Customizable

If your company has procedures or additional notes unique to your business functions those can now be incorporated into the courseware with the Add-A-Note feature. This feature providing a unique method for inserting bits of additional department or company-specific training information courses accessed. The enhancements to the courses are available immediately.

The learning format is structured so unlike an instructor-led course the material covered does not vary from class to class. Hands-on training is incorporated by the inclusion of simulations. These simulations can be more effective than the actual hands-on sometimes because the environment can be controlled easier. The student spends more time focusing on proper procedures instead of accidentally ending up somewhere else.

Online learning courseware is self-paced so the student has complete control over training schedule times as well as the speed of the course. Students can also review the material as often as they need and with the ability to search the entire courseware on any keyword or phrase it is a great resource. Instant mentoring allows the student to ask questions just like in an instructor-led environment.

There are no schedules, no lost travel time, no additional fees, and all of the courseware is approved for Continuing Education Unit (CEU) credit. Courses include features like skill assessments, simulations, pre and post tests and a full keyword search. All courses are available 24 hours a day; 7 days a week from anywhere you can access the internet.

Online learning offers employers an excellent way to train their staff economically and without having to send them out of the office for a day or week at a time. Employers have instant access to reports so they can see student progress and make sure their training dollars are being well spent. A well educated employee is the best way to improve worker productivity and reduce work related stress.

To learn more about online learning please visit: http://www.staffkit.com