

Discovery Conference 2008

Training Strategies to Up-Skill Staff

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Why Me!

- Prior to ASI
 - 7 Years Corporate Training Experience
 - Train the Trainer Qualifications
 - Accelerated Learning Qualifications
- With ASI
 - Responsible for training resources
 - Education of new staff
 - Education of sale staff

ASI Training Strategies

- Boot Camp
- Formal Training Plans
- Brown Bags
- Recorded Sessions (On demand)

Boot Camp

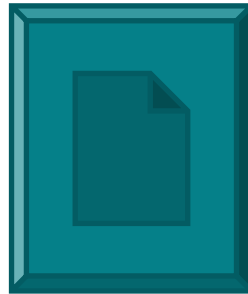
- Not just induction

“Everyone at ASI knows and uses iMIS”

- Different streams for different people
- Week 1
- 5 Days

Example Schedule

- Boot Camp Schedule – Sales



- Internal Resources
 - www.insideasiap.com Wiki

SMART Step

- S – skills – you need to know the basics
- M – masters – once you know the basics, you need to become a master
- A – accreditation – where possible, you will become accredited in your profession
- R – recognition – you will be recognised for all your achievements
- T – timely – this is a call to action now, not something to be done later

SMART Step

- Annual Training Plans
- Product
 - Advanced Certification refresh - 5 points
 - Sales training - product skills - 22.5 points
 - FIA Skills 1 Class or MDU 'Development Fundamentals' track - 22.5 points
 - Fundraising refresh - 5 points
- Communication
 - AIM Grad Cert - Managing, Leading & Developing People - 37.5 points
 - AIM Grad Cert - Managing Operational Improvement - 37.5 points
 - AIM Grad Cert - Managing Financial Resources - 37.5 points
 - Sales training - presentation skills - 22.5 points
- Admin
 - Admin refresher - 1 point
- TOTAL = 191 points

CPD Based

- SMART Step is
 - Based on Association practices
 - Easy to manage
 - Changed the culture of ASI
- “Can I get SMART points for this?”

Brown Bags

- Somewhat 'American' term
- Lunch time meetings
- Casual in nature
- 45 mins
- Promotes learning for facilitators and participants
- Q&A

Brown Bag Examples

- Webex
- Informz
- Analytics
- Corporate Health and Wellbeing
- Superannuation
- Web 2.0
- New iMIS Modules

Remote Training

- Webex
 - High Functionality, Reliable, Expensive
- DimDim.com
 - Free, Good Functionality, Beta
- Yoics.com
 - Remote Access
- YuuGuu.com
 - Free, OK Functionality

On Demand Training

- media.insideasiap.com
 - Crystal Process Engines
 - Creating a New Business Object
 - Word Mail Merge from the IFC or ISA

Hardware and Software

- Hardware
 - Logitech Premium Notebook Headset \$99
- Software
 - Camtasia \$299
- Infrastructure
 - Intranet to host the recordings \$???

Camtasia Overview

- Pause and Resume
- Zoom and Pan
- Click Tracking
- Annotations and Callouts

Demonstration



Your Training Strategies

- Boot Camp
- Formal Training Plans
- Brown Bags
- Recorded Sessions (On demand)