

## Checklist:

# Create Exceptional Employee Training Experiences

Key Strategy	Description	Action Taken?
Break learning into bite-sized chunks	Design training in microlearning modules with clear objectives and outcomes. This approach helps in building specific skills and understanding complex topics.	
Make learning participation easy and accessible	Ensure that learning materials are accessible and user-friendly. Use mobile-friendly platforms and provide clear instructions and support to facilitate easy participation.	
Show learners how the information can be applied	Use real-life examples and role-playing exercises to demonstrate the practical application of training content. Provide just-in-time resources like job aids and encourage sharing of personal experiences.	
Allow employees to personalize their learning experiences	Use AI learning software to enable employees to create custom learning paths based on their roles and interests, making the learning experience more engaging and meaningful.	