

—3 Considerations— When Choosing Training Modalities

GATHERED FROM A GLOBAL NETWORK OF LEARNING LEADERS JUST LIKE YOU

With countless tools and techniques to choose from, it can be challenging for learning leaders to decide which training modality will be right for the need.



To improve the impact of training for your learners, consider these three factors when choosing training modalities:

1| THE TRAINING GOALS

Learning leaders must match the right delivery method with the desired learning outcome.

Suggested Modalities by Objective:

- Knowledge-based:** instructor-led training, webinars, eLearning, peer learning.
- Skill-based:** On-the-job training, job shadowing, role-playing, simulations.
- Remedial/Supportive:** Coaching/mentoring, [infographics](#), videos, micro-lessons.



2| THE LEARNER'S NEEDS

The employees' job demands, available technology and experience must be considered to determine the most effective training option.



Suggested Modalities by Role:

- Front-line workers:** Flexible on-the-job options such as [job aids](#), microlearning, infographics, mobile learning.
- New employees:** eLearning for foundational knowledge, mentorship, hands-on experiences.
- Tenured employees:** upskilling and reskilling via peer learning or job shadowing, knowledge sharing through lunch-and-learns or mentorship.

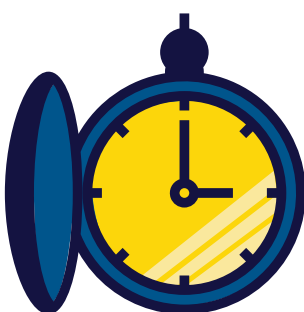
3| THE AVAILABLE RESOURCES

Learning leaders must also consider available resources when choosing a training method, such as:



Budget: What is your training budget to achieve your desired learning outcomes?

- Cost-effective options: webinars, job aids, podcasts, videos.
- Higher-cost options: virtual reality, simulations, conferences, gamification.



Time: How much time will it take to train employees effectively?

- For tight timelines: use brief videos, infographics, quick knowledge checks.
- Longer timelines: project-based learning, mentoring, structured [learning pathways](#).



Infrastructure: Do you have the necessary capabilities, staffing and space for your training program?

- In-person training requires facilities, materials and equipment.
- Virtual modalities require technology, internet bandwidth and they must be accessible for all employees.

Choosing a training delivery method is challenging, but these tips can help you determine the best training modality for optimal business impact.

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