LEARNING AND DEVELOPMENT PROCESS

All training development starts with a Learning Request Form which can be found on the Piedmont Pulse under HR/Learning & Development

Click here to be taken to the

Learning & Development Request Form

Complete requests as early as possible to guarantee your project is complete when you need it.

Who needs to be included in project discussions, planning, and development?

What is the title, description, and audience for this learning request?

What is the timeframe?

How to prioritize all requests?

Including L&D in the conversation early helps your developer design the best learning content to meet your needs.

Initial Meeting
- Determine SME
- Answer: Who? What? Where? Why? and How?

Design
- Determine strategy, delivery methods, structure, duration, assessment, and the process for feedback
- Create Blueprint

Development
Create deliverable from blueprint

Implement
Deliver based on predetermined format