

Worksheet: Reflecting on Training Delivery Methods

Use this worksheet to reflect on the training delivery methods discussed. Follow the prompts below to structure your thoughts. Once completed, consider sharing your answers with your e-mentor for feedback.

1. Training Scenario

Describe the scenario. What is the purpose of the training, and who is it for?

Example: Training a dispersed sales team on advanced techniques.

2. Training Objectives

What are the key outcomes you want the training to achieve?

Example: Ensure the team can implement advanced techniques effectively and confidently.

3. Audience Profile

Who are the participants? Consider factors such as their experience level, preferences, and logistical constraints.

Example: Experienced sales professionals located across multiple regions.

4. Chosen Delivery Method

Which method would you select, and why?

Example: Blended learning, combining online modules for foundational knowledge with virtual workshops for practical application.

5. Potential Challenges

What obstacles could arise during the training process?

Example: Ensuring consistent engagement across regions.

6. Solutions to Challenges

How would you address these challenges?

Example: Incorporating interactive elements in online modules and scheduling workshops at times suitable for all regions.
