



**10 WAYS**



TO MAXIMIZE YOUR TRAINING BUDGET  
MICHAEL DAVIS - ATW TRAINING & CONSULTING

www.atwtraining.com




[MICHAEL@ATWTRAINING.COM](mailto:MICHAEL@ATWTRAINING.COM)  
[WWW.ATWTRAINING.COM](http://WWW.ATWTRAINING.COM)  
515-727-0731

LINKED IN  
[HTTP://WWW.LINKEDIN.COM/IN/MICHAELDDAVISWAUKEEIA](http://WWW.LINKEDIN.COM/IN/MICHAELDDAVISWAUKEEIA)

WINDOWS LIVE  
[HTTP://MIKEDAVISEARNINGDEMO.SPACES.LIVE.COM](http://MIKEDAVISEARNINGDEMO.SPACES.LIVE.COM)

10 WAYS TO MAXIMIZE YOUR TRAINING BUDGET

**MIKE DAVIS – ATW TRAINING & CONSULTING**


www.atwtraining.com



**#10**

- ❖ Build a library
  - Everyone keeps books and videos at their desk.
  - Chances are, your training team has a ton of books and videos.
  - Get managers involved.
    - Follow-up on reading programs and videos.
    - Lead discussions.
  - Books are cheap compared to training.


www.atwtraining.com



**#9**

- ❖ Government Reimbursement
  - The workforce investment act of 1998
    - “if they provide on-site, instructor-led training customized to employer equipment and needs.”
    - Federal, state and local levels.
  - Website:  
<http://www.doleta.gov/USWORKFORCE/WIA/act.cfm>


www.atwtraining.com



**#8**

- ❖ Purchase pre-existing CBT
  - Why spend all that time designing CBT?
  - There are literally thousands of CBT courses and webinars out there on any number of subjects.
  - Google “Computer based training”
  - [www.phasient.com](http://www.phasient.com) (**local** CBT company right here in Ames)


www.atwtraining.com



**#7**

- ❖ Use resources you already have.
  - Why buy expensive authoring tools?
    - PowerPoint, Excel, Word + Savvy programmers= realistic simulations
  - Did you know most computers come with...
    - PC Paint, Voice Recorders, Windows Movie Maker, Windows Net Meeting...
  - Did you know you can download...
    - Skype, iTunes, Real Player for free?

www.atwtraining.com



## #6

### ❖ Use free internet sources

- Microsoft office tutorials
- Webcasts
- Podcasts
- You Tube



www.atwtraining.com



## #5

### ❖ Send people to public training sessions

- Like this thing you're at now
- Use local companies (like us)
- Great networking opportunities

www.atwtraining.com



## #4

### ❖ Outsource your customized training.

- Sorry! My fellow trainers supporting an organization full-time will cost you more.
- Ask yourself, how much training does our trainer actually do in a year? How much does he/she cost?
- Is your HR Generalist conducting training?

www.atwtraining.com



## #3

### ❖ Train your workers to facilitate training

- Using OJT is great for several areas of functional training.
- Some OJT trainers are 'duds'
- Get them a crash-course in adult learning
- Have them play a dual-role

www.atwtraining.com



## #2

### ❖ Combine training efforts for all teams across the board

- Common where possible, custom where it counts.
  - Team A needs training on 10 tasks
  - Team B needs training on 5 tasks
  - They have 4 tasks in common.
  - Share the common tasks
- Break down silos.

www.atwtraining.com



## #1

### ❖ Share training expenses with your neighbors

- The company across the street may desire the same professional development training that you do.
- What's stopping you? If they're not a competitor, what's the big deal?
- You save on facilities, trainers, time.



www.atwtraining.com



## ASTD WHITE PAPER

- ❖ Accomplishing more with less
  - Learning something for the first time
  - Learning more about something you already know
  - Trying to apply or remember
  - When things go wrong
  - When things change

- Source "How to communicate the value of learning in difficult economic times" ASTD

www.atwtraining.com



## MORE...

- ❖ Blend homework, pre-work, post-work and CBT
- ❖ Webinars
- ❖ *Expect* managers and supervisors to train
- ❖ Eliminate needless training
- ❖ Use trainers for other things
- ❖ Use Community Colleges
- ❖ Tie training to career progression
- ❖ Clearly written policies and procedures
- ❖ Run Drills
- ❖ Form company-wide initiatives and projects

www.atwtraining.com

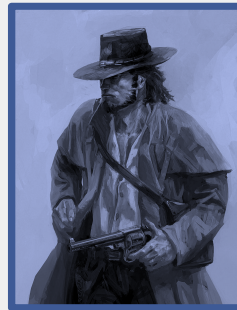


## BUT MIKE...

- ❖ What about our LMS?
- ❖ This is too radical!



www.atwtraining.com



[MICHAEL@ATWTRAINING.COM](mailto:MICHAEL@ATWTRAINING.COM)  
[WWW.ATWTRAINING.COM](http://WWW.ATWTRAINING.COM)  
515-727-0731

LINKED IN  
[HTTP://WWW.LINKEDIN.COM/IN/MICHAELDAVISWAUKEEIA](http://WWW.LINKEDIN.COM/IN/MICHAELDAVISWAUKEEIA)

WINDOWS LIVE  
[HTTP://MIKEDAVISELEARNINGDEMO.SPACES.LIVE.COM](http://MIKEDAVISELEARNINGDEMO.SPACES.LIVE.COM)

10 WAYS TO MAXIMIZE YOUR TRAINING BUDGET

THANKS FOR JOINING ME!

www.atwtraining.com

