



## 10 Key Elements that Make Training Effective

### **Hands On**

According to the adult learning theory, adults use a hands-on problem-solving approach to learning. In other words, they approach learning as problem-centered rather than content-oriented. Rote memorization of facts and figures should be avoided.

### **Interactive**

Because adults like the hands-on approach, it's important to have the training interactive. They need to be involved in the training whether it's with small or large group discussion, role play, etc.

### **Provide Practice**

As part of being interactive, adults need to be given the opportunity to practice the new skills. The practice should be as close to the actual, real-life environment as possible.

### **Experiential**

According to the adult learning theory, adults need to learn experientially. They have a repository of lifetime experiences that should be tapped as a resource for ongoing learning. Similarly, they bring various levels of prior exposure to any topic and that fact should be acknowledged. Experience (both positive and negative) provides the basis for learning activities.

### **Understand the “why”**

According to the adult learning theory, adults want to know “why” they need to learn something. They need to know how it affects them directly. They need to be involved in the planning and evaluation of their instruction.

### **Relevant**

According to the adult learning theory, adults learn best when the topic is of immediate value – relevant to their job or personal life. They want to apply new knowledge and skills immediately.

### **Timely Application**

As a follow up to relevant, the training needs to be timely. Retention decreases if the learning is applied only at some future point in time.

### **Repetition or Reinforced**

Training needs to reinforce the content and skills through repetition. That being said, the repetition should be seamless. In other words, adults should not even realize that the reinforcement is being done repeatedly.

### **Current**

Unless the material is current, it provides little value. Ensure that the material is current and addresses immediate issues.

### **Learning Style Preferences**

Adult learners have various learning style preferences. One learning style preference is perceptual modalities – visual, auditory, and kinesthetic. Other types of learning style preferences are information processing or cognitive learning styles and personality patterns.