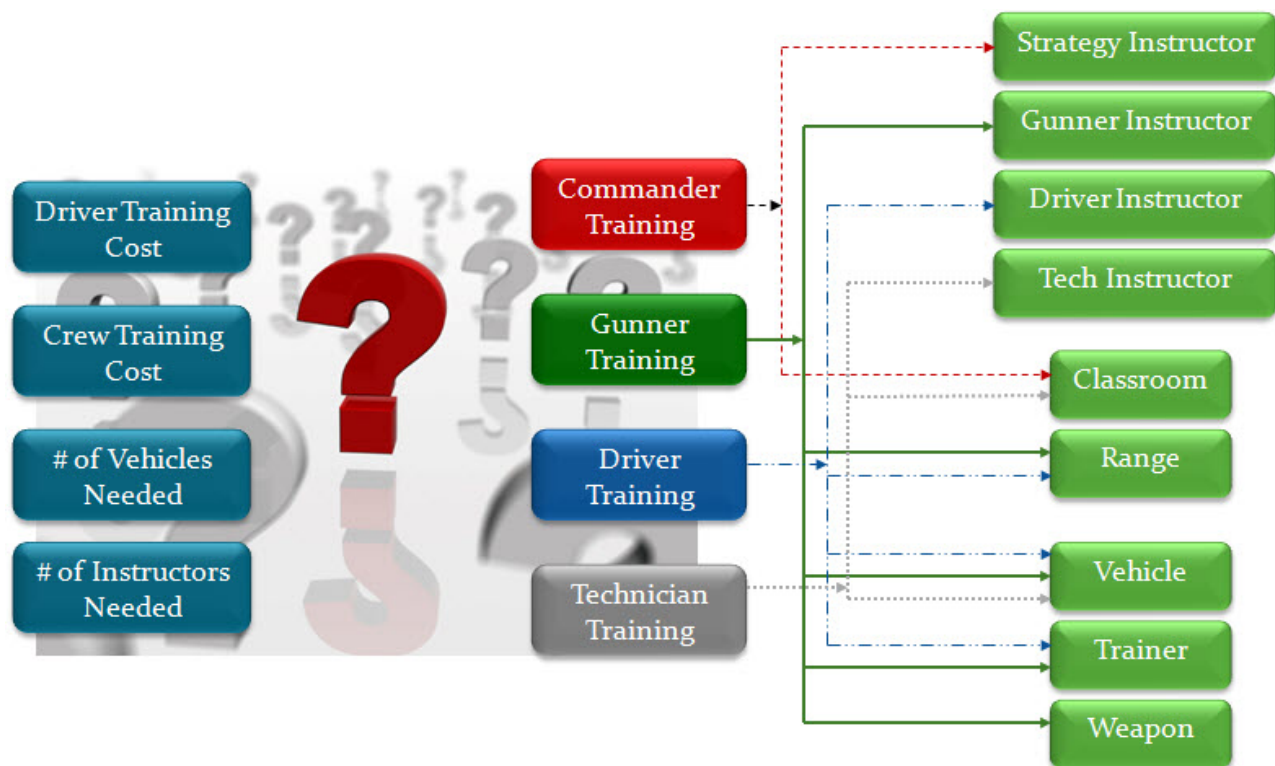


Module #3: Resource Management

With multiple competing and continually changing priorities, maintaining efficiency is not a simple task. Resource utilization should be maximized, bottlenecks nullified, duplication minimized, activities prioritized, expenses scrutinized and centers of excellence recognized. Whether you are conducting manpower, personnel and training analysis, implementing new equipment, system or subsystem, or managing training resources, to maximize training efficiency quick and accurate answers to key questions are needed. For example, which training programs are planned this quarter, next quarter or next year; how much money, personnel and resources are needed for each course and in total; type of resources, personnel and skills required, available or in short supply; impact of changes to throughput, course length and delivery method on budget, personnel and resources; and so on.

With critical, up to date, concise and meaningful reports within easy reach duplications and problem areas can be quickly identified, impact of changes can be readily assessed, plausible solutions investigated, and personnel/resources reallocated to continually drive efficiency.



Forecast and Optimize Budget, Personnel and Resources

Challenges ...



Forecasting and optimizing training budget, personnel and resources can, however, be complex, time consuming and costly, for the following reasons:

- ❑ Involves multiple courses managed by several individuals.
- ❑ Requires standard methodology for capturing costs and resources needed to develop, deliver, administer, manage, maintain and support training programs.
- ❑ Difficulty in tracking the allocation of personnel and resources. For example, classrooms, instructors and equipment may be shared among multiple courses.

- ❑ Difficulty in assessing the impact of change in trainees' throughput, training time or delivery methods on budget, personnel and resources.
- ❑ Difficulty in identifying duplication and training creep.
- ❑ Difficulty in uncovering what works, what doesn't and why.
- ❑ Meets the requirements of various standards.
- ❑ Difficulty in forecasting budget, personnel and resource requirement for one or multiple training programs within any time period.



ADVISOR Added Value ...

Speeds Analysis ♦ Minimizes Duplication ♦ Improves Efficiency	
	Facilitate collaboration, sharing and data compilation. Store all data in centralized database accessible anytime and from anywhere with a Browser.
	Facilitate resource tracking. Personnel and resources are stored in templates that can be assigned to multiple courses and updated throughout in a single click.
	Conduct multiple what if scenarios in minutes. Link personnel and resources time requirements to number of trainees, trainees/instructor ratio, course length and media. One change updates all values.
	Reveal duplication and training creep by identifying Learning Objectives linked to similar Knowledge and Skills, and those that do not support specific Performance Objectives.
	Improve personnel and resource allocation by forecasting needs and tracking utilization rates.
	Uncover and duplicate efficient training programs and correct problem areas by generating benchmark reports.
	Zero-in on required data by setting-up filters and search criteria.
	Quickly forecast budget, personnel and resource requirements for one or multiple courses for any given time period.

Contact us for Info – Briefing – Trial