

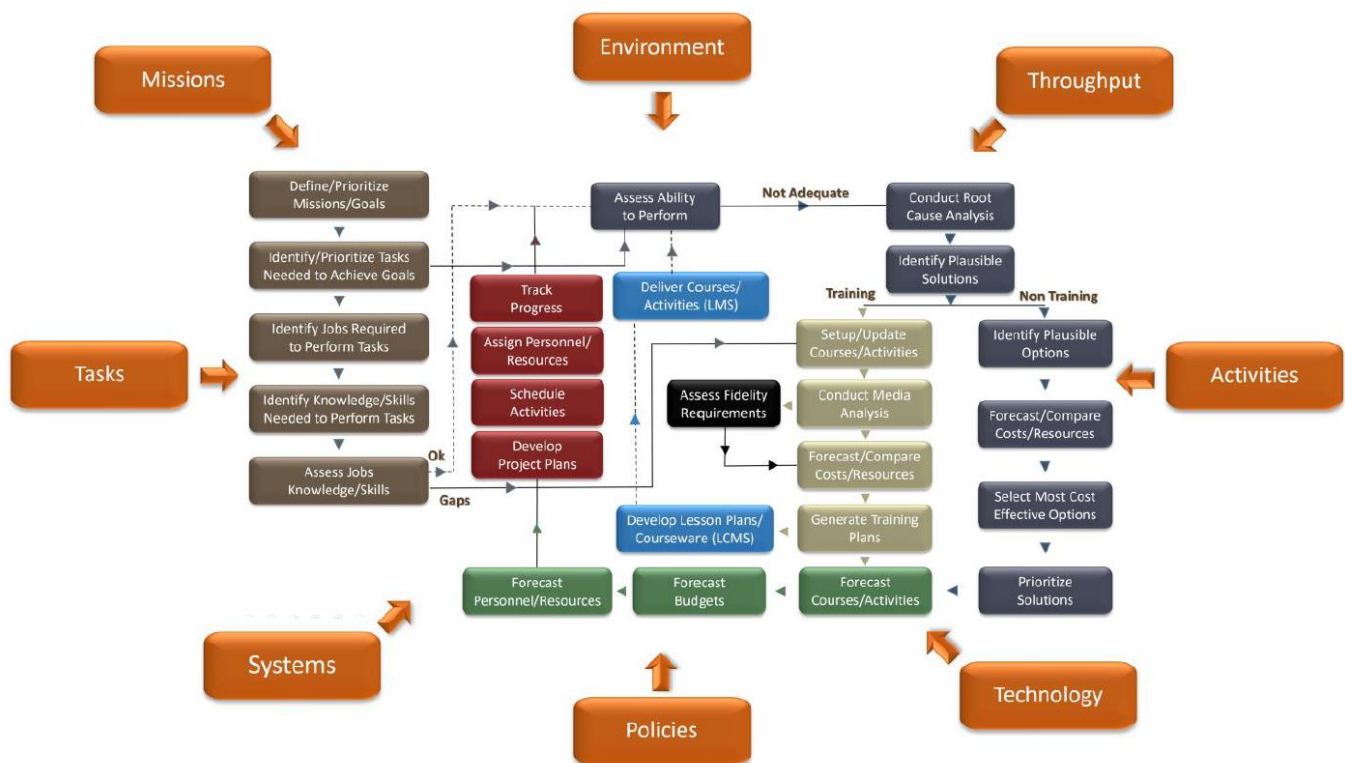


# ADVISOR Series

## How to Leverage ADVISOR Capabilities 9 of 9

Needs Analysis Design Fidelity Resources Management Performance **Life Cycle**

**Training Life Cycle Management:** To manage training requirements and uncover venues to drive training effectiveness and efficiency. ADVISOR maintains training efficiency over time by continually assessing the impact of change to missions, systems, jobs, tasks, policies, technologies, throughput, and so forth on training content and activities, as well as budget, personnel, and resource requirements. This is attained through a digital-twin model that continually maps training courses/activities to operational requirements to identify gaps, duplications, and training with minimal value. Results including personnel/resource requirements, cost drivers, bottlenecks, and deficiencies along with remedial actions are quickly and concisely communicated through dashboards.





## Step 1.

### View Dashboards

#### Objective

View Dashboard for a specific Client. To view:

- Select Dashboard
- Select Client

#### Inputs

- ✓ Clients

#### Outputs

- ✓ Dashboards

## Step 2.

### Training Alignment Analysis

#### Objective

Reveal training creep. Maps training activities to operational requirements to identify training that is no longer relevant. Results are presented in 3 segments: high, medium, or low alignment. To identify objectives that are no longer relevant:

- Click on segment with low or medium alignment to view courses
- Click on Course Title to view objectives that do not link to a specific operational requirement

#### Inputs

- ✓ Mission, System & Job Analysis
- ✓ Course & Learning Objective Analysis

#### Outputs

- ✓ Training Alignment Reports

## Step 3.

### Training Gap Analysis

#### Objective

Identify training requirements that are not being addressed, & potential impact on missions/goals. Results are presented in a bar chart for each job. To view:

- Click on desired job to view tasks with training requirements & knowledge/skill gaps that are not addressed/linked to a specific training course/activity

#### Inputs

- ✓ Job, Task & Knowledge/Skills/Attitude (KSA) Analysis
- ✓ Course & Learning Objective Analysis

#### Outputs

- ✓ Training Gap Reports

## Step 4.

### Training Duplication Analysis

#### Objective

Minimize duplication by identifying all courses in which a knowledge or skill is being taught. Results are presented in 3 segments: high, medium, or low levels of duplication. To view:

- Click on segment with high or medium level of duplication to find out which KSAs are taught in multiple courses

#### Inputs

- ✓ Mission, System & Job Analysis
- ✓ Tasks & Knowledge/Skills/Attitude Analysis
- ✓ Course & Learning Objective Analysis

#### Outputs

- ✓ Training Duplication Reports



## Step 5.

### Training Cost Analysis

#### Objective

Facilitate budget & resource management by quickly forecasting training activities, as well as costs, personnel & resource requirements for any time-period. To view:

- Click on desired year in the chart. List of planned courses is presented along with media, length & cost breakdown
- Hours & utilization rate for each type of personnel & resource is also indicated.
- To find out where each personnel & resource is allocated, click on corresponding title

#### Inputs

- ✓ Course & Learning Objectives Analysis
- ✓ Media Analysis
- ✓ Cost Analysis

#### Outputs

- ✓ Training courses/activities for any time-period
- ✓ Costs, Personnel & Resource Requirements

## Step 6.

### Cost Drivers Analysis

#### Objective

Uncover cost drivers by forecasting costs allocation over training programs life cycle. Costs are divided into 12 categories namely: development, administrative, instructors, transmission, courseware, management, facilities, maintenance, hardware, trainees, operation, & support. To view:

- Click on the pie chart. List of planned courses is presented along with media, length and cost allocation within each category

#### Inputs

- ✓ Course & Learning Objectives Analysis
- ✓ Media Analysis
- ✓ Cost Analysis

#### Outputs

- ✓ Cost Drivers - i.e., costs allocation within following 12 categories: development, administrative, instructors, transmission, courseware, management, facilities, maintenance, hardware, trainees, operation & support

## Step 7.

### Training Cost per Individual Analysis

#### Objective

Forecast cost per trainee by identifying courses/activities needed to attain specific set of qualifications. To view:

- Click on desired job to view a list of courses needed to attain the knowledge & skills, as well as direct & indirect cost per individual/trainee
- To view detailed breakdown of activities & costs within each course, click on Course Title

#### Inputs

- ✓ Job, Task & Knowledge/Skill/Attitude (KSA) Analysis
- ✓ Course & Learning Objectives Analysis
- ✓ Media Analysis
- ✓ Cost Analysis

#### Outputs

- ✓ Training Cost per Individual



## Step 8.

Personnel/Resources  
Utilization/Bottlenecks  
Analysis

### Objective

Facilitate resource management by forecasting personnel & resources needed to undertake current & upcoming projects. Requirements are mapped to available personnel/resources to identify potential bottlenecks. To view:

- Click on the Conflict segment of the pie chart. List of personnel/resources with potential conflicts are presented
- To identify tasks within specific projects that could be impacted, click on the personnel/resource title. Gantt chart with problematic tasks is presented; along with daily calendar that highlights utilization rates - i.e., time allocated versus time available

### Inputs

- ✓ Project Management Plans
- ✓ Personnel/Resource Available
- ✓ Resources/Resources Calendars

### Output

- ✓ Potential bottlenecks within projects
- ✓ Personnel/Resources daily utilization rates

## Step 9.

Recommended Media  
Analysis

### Objective

Identify viable technologies that could improve training effectiveness & efficiency. To view:

- Click on the pie chart. List of planned courses is presented along with start date, end date, length, current media, recommended media, potential direct, indirect & total savings, as well as ROI

### Inputs

- ✓ Course & Learning Objectives Analysis
- ✓ Media Analysis
- ✓ Cost Analysis

### Outputs

- ✓ Potential savings from recommended media

## Step 10.

Time to Competency  
Analysis

### Objective

Forecast time to competency by identifying courses/activities needed to attain specific set of competencies. To view:

- Click on desired job to view a list of courses needed to attain the knowledge & skills, along with course length
- To view detailed breakdown of activities including media & time, click on Course Title

### Inputs

- ✓ Job, Task & Knowledge/Skill/Attitude (KSA) Analysis
- ✓ Course & Learning Objectives Analysis
- ✓ Media Analysis

### Output

- ✓ Time to competency for each job



**Contact us today to find out how we can assist you streamline training management & drive training efficiency.**