

Comparison of Learning on-the-Job Formats



Learning on-the-Job Format	What Is It?	Why Use It?
<p>Self-directed learning</p>	<p>Self-directed learning includes knowing what you need to learn, how to learn it, and being able to judge if you've learned it.</p> <p>It assumes that learners have a role in selecting those learning tasks that fit their learning needs.</p>	<ul style="list-style-type: none"> • The target learning group is large, dispersed, or both. • Learners have many individual needs. • Resources for classroom-based training aren't available. • Learning requires longevity and needs to be accessed over a long period of time.
<p>On-the-job training</p>	<p>On-the-job training develops skills in the actual work environment using the tools, equipment, documents, or materials that employees use for their normal work.</p> <p>On-the-job training may be supported by coaching, mentoring, job shadowing, or job rotations.</p>	<ul style="list-style-type: none"> • Immediate feedback is needed on performance. • It is most useful to learn skills in the environment they will be used. • The target learning group is small.
<p>Electronic performance support system (EPSS)</p>	<p>An EPSS is software on computers or other devices that give information or resources to help accomplish a task.</p> <p>Step-by-step dialogue boxes, timely pop-ups, or alerts are all examples of an EPSS.</p>	<ul style="list-style-type: none"> • There is a performance problem caused by a knowledge or skill deficiency. • Tasks related to the performance problem are relatively difficult and/or performed infrequently. • Tasks don't have to be performed in emergency situations.

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<p>Job aid</p>	<p>A job aid is a storage place for information employees use while doing a task. It provides information about when or how to perform a task.</p> <p>A job aid serves the same function as an EPSS, but it more simply and cost-effectively uses a paper format.</p>	<ul style="list-style-type: none"> • Tasks are performed with relatively low frequency. • Tasks are complex with numerous steps. • Tasks have a high consequence of error. • Tasks for procedures are not updated frequently.
<p>Mobile or multidevice learning</p>	<p>Mobile learning combines the use of iPads, tablets, laptops, smartphones, and other portable computing devices.</p> <p>Learning programs are designed to be accessed across multiple devices so the experience extends beyond traditional learning spaces.</p>	<ul style="list-style-type: none"> • Asynchronous online learning content is delivered when and where users need it. • Social and user-generated content and discussions are supported. • Unique mobile content is provided such as GPS and messaging.