Instructional Media Job Aid   EDUC 527   MA018

Name (Alias)	Classroom Instructor	Learning Groups	Telecasting/ Broadcasting	Mentoring/ OJT	Meetings	Computer Based Training	Games/ Simulators	Job Aids/EPSS Electronic Performance Support System	Role Play
What is it?	• traditional method of instruction • the instructor presents material to a group	• A group of individuals who have been grouped to accomplish specific learning objectives as a group.	• Use of television and or broadcasting to aid in the education process	• Often the pairing of two individuals in a close association so that you have a transfer of learning from the more experienced to the less experienced.	• Conferences, Seminars, and Workshops are opportunities for individuals with similar interest and goals to meet with others for extended learning periods.	• Programmed Instruction, Intelligent Tutoring Systems, Interactive Multimedia, Virtual Reality	• Equipment Simulators, Business Games, In-basket Technique, Case Studies, Role Play)	Provides employees with information they need with minimal support from administration. Such as a help desk, call center, or type of computer based on-line training.	• Placing the learner in a real life situation in order to encourage critical thinking and learning skills.
Selection Criteria	• large amount of information • can be used for small or large group on site	• when you want the trainees to interact with one another, share personal experiences, and develop higher level skills	• Can be specifically generated to fit a specific topic. Often used as a supplemental learning style	• Mentoring is used when a specific measure of transfer of learning is desired between a more experienced to a less experienced individual. • OJT is a hands on technique usually best suited for routine activities.	• This learning method is usually used to convey a large amount of material to large group or audience.	• training is provided via computer	• use of games, dramatizations, or staged situations for instruction or remediation	• You must consider what type of training it will work for. • Usually used for support not as a sole training tool.	• Used to teach soft skills and emotions. • Used when it's important to evaluate response live.
Design Guides	• know your learners • consistency of content	• must be able to have group discussion and interaction • should contain higher level learning objectives: problem solving	• Should be designed to capture the audiences attention. • Should be easy to follow since there may not be an instructor present.	• Mentoring requires a wide variety of methods and media to ensure all learning styles are accommodated. • OJT requires method or media selection that is specific to task.	• These sessions must contain material that will attract attendees. • Marketing is definitely something to consider.	• to save money • to ensure instructional consistence • increase access to training	• to allow the trainee the opportunity hands-on • to develop high level skills	• Usually designed for a specific task. • Consider the problems that truly exist before implementing a support tool.	• Need to have observer present for activity. • Need formal activity arranged by instructor. • Need to provide feedback.
Strengths	• presence of a SME • can provide feedback	• promotes a higher level of knowledge • two-way flow of communication • feedback • increased recall of information	• Can be an excellent tool for rural area education opportunities. • Can be a wonderful supplemental tool to support other instruction methods.	• Can induce critical thinking skills. • Provides hands on experience.	• Can host a wide variety of participants. • Can host a wide variety of topics within a particular subject area.	• user friendly • easy to complete • relevant to trainee's job	• to reproduce or simulate the trainee's job responsibilities • should include practical opportunities which include theory and application	Good solution for company with computer based infrastructure already in place.	• can provide immediate feedback • the trainee can practice the task/skill • helps the tactile learner
Faults	• potential cost of instructor	• control of learning is more difficult. • trainees need to be willing to participate	• Can be costly to produce. • Can become outdated very quick dependent on topic covered.	• Can be very difficult to regulate the experience the learner receives.	• Time consuming and costly. • Difficult to regulate information presented. • Evaluation process can be time consuming.	• reduces training time • long-term cost saving • consistence • allows for privacy • allows for skill mastery • safe way of learning hazardous tasks • increases access to training	• provides learning through hands-on opportunities • provide good skill development	Software requires specific criteria and language, need computer programmer for development. • Can be costly.	• errors/technical problems may occur during role play • proper environment may not be available
Usage Guides	• to deliver information to a group utilize various visual aids, discussions, and demonstrations	• discussion must be facilitated • topics should be concisely outlined • guidelines/rules must be firmly established	• Can be used to reach a large audience that covers a vast area. • Also very useful in the rural learning environment.	• Formal mentoring is preferred. Mentoring should be used whenever specific instruction is needed to meet the needs of an individual.	• This is a good instructional method when the learning material is diverse and requires significant time to cover. • Also very useful with large groups.	• no SME available • some people aren't computer literate • can be costly to develop • high cost associated with equipment • self-directed learning must have due dates • must have set standards for computer skills	• simulation equipment can be costly • game/simulation should not replace the learning, but enhance it • Simulations are not reality- must consider the addition of stress. • must follow strict criteria • labor intensive in creation • very situation specific	The type of instruction can provide quick training. An example is computer based training.	• limited to certain topics