ELEARNINGNEWS ARTICLE

Year 6 - number 202 Wednesday 11 may 2022

The 5 main methods of delivering corporate training

What are the main methods of training delivery and how do you choose the one that best suits your business needs and objectives?

The way we work and learn is constantly evolving, and today there are a variety of training delivery methods to choose from. But which is the most effective?
In truth, there is no one **way of delivering training** that is better than another. Each of them has different needs and objectives. In this article, we'll look at the 5 main methods of delivering corporate training, explaining the advantages, disadvantages and best practices for each.

In particular, we will discuss:

- Classroom training
- eLearning training
- Videoconference training
- Blended training
- On the job training

Classroom training

Classroom training (also known as **face-to-face training**) is the traditional training methodology in which a group of students is brought together in a classroom led by a teacher.

In the corporate world, face-to-face training can also take the form of tutoring, coaching or practical workshops. All these methods have two things in common: they are instructor-led and require the physical presence of all participants.

Advantages of classroom training

One of the main advantages of classroom training is the **human element**: learners can interact directly with both the trainers and the other course participants, learning from each other.

Group interaction can also improve participants' **soft skills** and foster the development of a collaborative climate among employees.

Disadvantages of classroom training

Classroom training can also be very **difficult to organise and plan**. First of all, you will have to ensure that a trainer is present to lead the session and that a suitable environment is available for the lessons. Then, you will have to schedule downtime to ensure employee participation.

Another disadvantage of face-to-face training is that it is not **scalable**. This means that it will always be somewhat limited by elements such as classroom capacity, costs of classrooms, availability of teachers, etc. Classroom training is also difficult to replicate, so it is not possible to achieve the same level of involvement and coherence in all training sessions.

Finally, this type of training is also very **expensive**: trainers' salaries, handouts, venue and transport costs have to be considered. In order to optimise costs, companies very often schedule face-to-face training sessions with large groups of participants. Unfortunately, large groups tend to eliminate many of the advantages of face-to-face training: the level of interaction is significantly reduced.

How to use classroom training effectively

Face-to-face training can certainly play a strategic role in your training programmes, but it should not be your only solution. For example, you can choose classroom training for training activities that require practical tests or the use of sophisticated equipment. In this way, you can directly observe the trainees and intervene if necessary.

eLearning training

eLearning training (or **asynchronous online training**) allows users to access learning content at any time and from anywhere, as courses are structured in modules that can be accessed online at their own pace.
With eLearning, it is therefore possible to learn when and where you need to, directly from your computer, smartphone or tablet, in places other than the classroom or workplace.

Advantages of eLearning classroom training

As we have seen, the main advantage of eLearning is that it makes training extremely accessible: learners can access courses at any time and from anywhere and use them at their own pace, learning at their own pace.

Another great advantage of eLearning training is that it is **replicable**: once you have created a course, you can deliver it to an indefinite number of users, who in turn can access the materials again and again according to their needs. With online courses, it doesn't matter how big your company is or how far away your locations are, you can train everyone quickly no matter where they are.

In addition, the possibilities that **new technologies** offer in the field of training are manifold and contribute to making eLearning training an enjoyable experience, keeping the learners' attention and their level of involvement high. Some examples?

- **gamification**
- **mobile learning** (to make training even more accessible, even on the move);
- **microlearning** (to create short training pills that are easy to use and particularly effective from an educational point of view, especially for just-in-time training);
- **augmented reality** and **virtual reality** (to create safe learning environments where learners can try out and practice their skills);
- **adaptive learning** (to create personalised activities that adapt to the needs and prior experience of each trainee).

Finally, eLearning platforms make it possible to monitor employees' progress (e.g. by analysing learning test scores, time spent on courses, attempts made before passing a quiz, etc.) and to easily **assess the quality and effectiveness of courses**.

Disadvantages of eLearning classroom training

In the case of eLearning, it is extremely important to make sure that users have everything they need to access the courses smoothly, i.e. a stable internet connection and a device to connect from.

Also keep in mind that some employees may not be autonomous in using technology. With this in mind, we recommend that you choose a **user-friendly eLearning platform**, provide technical support for users who need it, and prepare a short **guide to using the delivery platform**.

How to use eLearning training effectively

The absence of human interaction may demotivate users of an online course. So make sure that the delivery platform provides your employees with **communication tools** such as chat rooms and forums.

And remember: there is nothing more demotivating than experiencing continuous technical problems while using an online course. So make sure you choose a **reliable eLearning provider** that can guarantee you high levels of service and support.

Read also " **Complete guide to choosing an eLearning platform**".

Videoconferencing training

Videoconferencing training enables the organisation of " **virtual classrooms**" where teachers and learners interact online.

This method of training delivery allows users to connect to the session regardless of their location and to participate in the lesson in a collaborative manner, thanks to the interaction tools available on the delivery platform.

The video conferencing tool integrated into the **DynDevice LMS eLearning platform**, for example, allows teachers to:

- Share their computer screen
- Use and share a 'virtual whiteboard
- Use the internal chat in the videoconferencing session
- Moderate participants' microphones
- Create polls and a Q&A area
- Divide session participants into separate rooms for group activities

In addition, the platform allows you to track all trainer and learner activities, to verify the real presence of learners and to generate all training documentation (records, certificates, learning questionnaires, etc.), including documents for funded training plans.

To learn more about the specific features of DynDevice LMS, read also **Create and deliver courses in videoconferencing** or request a **free demo** of the platform.

Advantages of videoconferencing training

As we have seen, videoconference training allows trainees to interact both with other users and with the trainer, positively influencing both their level of **involvement** and their motivation.
Other major advantages of synchronous online training are the **reduction of classroom and travel costs** and the possibility of connecting people far away from each other. But that's not all: creating virtual classrooms makes it possible to involve experts or trainers who would be difficult to find locally.

Disadvantages of videoconferencing training
Even more than in classroom training, the success of a videoconference lesson depends on the personality and preparation of the **teacher**. The trainer must be able to maintain a high level of trainee involvement, resolve or provide guidance in the event of technical problems and hold everyone's attention.

How to use videoconferencing training effectively

When organising a videoconferencing session it is extremely important to assess the technological aspects that could influence the success of the lesson: do participants have access to a stable internet connection? Do they have a working microphone and webcam? To prevent these problems, it is advisable to prepare the technical instructions for the participants in advance to ensure that they arrive prepared and with the necessary equipment.

Moreover, since teachers and users are not physically present in the same room, it is advisable for the teacher to take care to **encourage interaction between the learners**. With this in mind, we recommend that you opt for a delivery platform that allows you to create surveys, ask questions of users, create a Q&A area or divide the session participants into separate rooms for group activities.

Blended training

Blended training is an approach that combines the best of two training environments: traditional classroom training and eLearning. This type of training therefore takes place partly in the classroom and partly online.
In this way, you retain control over the timing and pace of the lessons, but reserve some activities and content for online learning and self-study.

Benefits of blended learning

The main advantage of blended learning is that you get the best of both worlds: you retain the interaction of the classroom while enjoying the flexibility of online learning.
Moreover, this mode of training is better adapted to different **learning styles**.

Another advantage of blended learning is that students can learn at their own pace, accessing online learning materials whenever and wherever they want. In addition, the combination of eLearning and the classroom reduces classroom and transport costs.

Disadvantages of blended learning

The main drawback of blended learning is that participants may be technologically unprepared: unstable connection, inappropriate devices, etc.

How to use blended training effectively

Blended training is particularly effective in situations where it is necessary to maintain a certain degree of live training. For example, you can invite customer-facing departments to study a basic course on customer service principles online and only then allow them to put what they have learned in face-to-face training sessions into practice.

On-the-job training

Training on the job is training that takes place in the daily work environment.
It is the best way to promote practical learning that is closely linked to the employee's actual work and is carried out through the presence of a more experienced employee (the supervisor) who supports and guides the resource to be trained.

Advantages of on-the-job training

On-the-job training is particularly effective because it links training to a **real and operational context** and involves a mix of observation of others and practical activity under the supervision of a supervisor, trainer or colleague. For these reasons, it is particularly effective for the introduction of new recruits or in the case of a change of job, because it allows for practical insights and advice directly related to the employee's job.

Another great advantage of on-the-job training is that it is a highly **individualised** training method, which allows the supervisor to tailor the training to the actual skills the learner needs to develop. Unlike classroom training (which may provide users with information they may not need to know, or may already have), it focuses exclusively on what the learner actually needs to know.

Finally, on-the-job training puts the employee in close contact with colleagues and supervisors, fostering **interaction** and collaboration within teams.

Disadvantages of on-the-job training

The main disadvantage of this training method is time. On-the-job training cannot be rushed and requires dedicated time on the part of the supervisor, who may have to postpone his or her activities.

How to use on-the-job training effectively

The effectiveness of this training method is closely linked to the skills of the **experienced employee**. Therefore make sure that the supervisor has not only the technical skills, but also the soft skills needed to support the employee's induction and development.

Translated with www.DeepL.com/Translator