

# Continuous Improvement In A Time of COVID:

## The Step-by-Step Process For Transforming Your Company's Employee Trainings

By Dr. Sue Ebbers, President

One of the challenges companies have faced during the 2020 Covid-19 pandemic is the need to provide new and current employees with training, despite being unable to meet in person. Many businesses have tried to be nimble and innovative by offering distance learning for remote employees, but with questionable or negative results. Click each of these five steps below and read the key questions you should ask when considering transformation of a face-to-face course to an online or e-learning course:

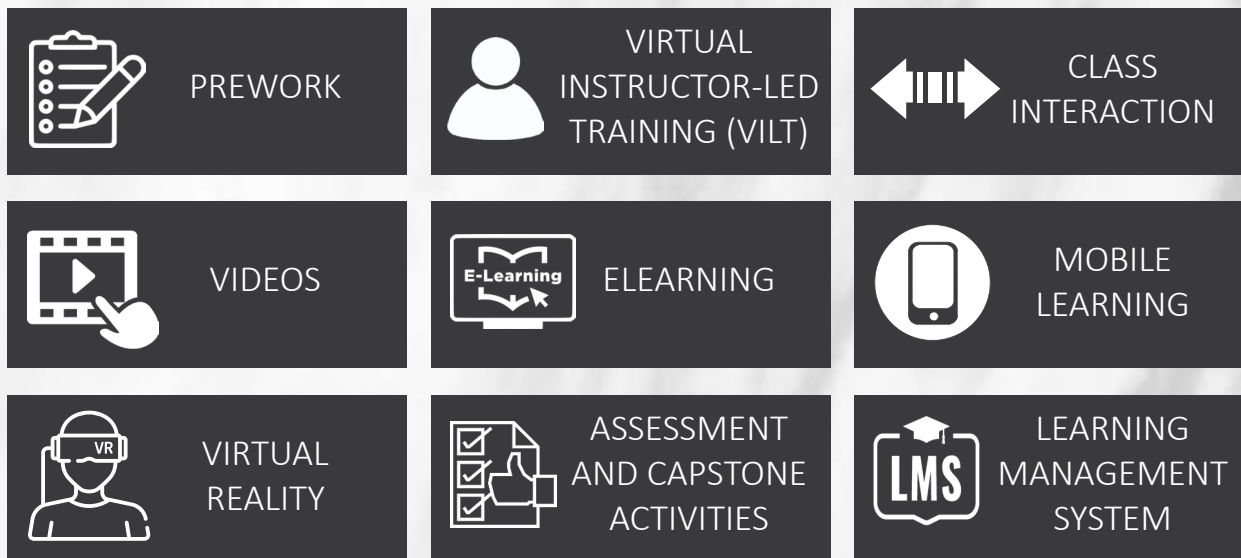
▲ **Align with your company's organizational strategy**

▲ **Identify the course's learning objectives**

▲ **Evaluate the course content using Quality Matters™ standards**

▲ **Determine your budget and cost justification**

▲ **Select from these course delivery options:**



Visit <https://www.changebydesign.us> for a checklist you can use in order to evaluate your course using the industry-leading Quality Matters™ Standards, or contact Change By Design if you need additional assistance.

