



# HOW TO TRANSFORM TRAINING INTO LEARNING

## Best Practices for Learning

### Start With the Basics

01

Ensure core compliance is met, and employees are aware of basic health and safety protocols necessary to complete their jobs safely, as well as company EHS policies, procedures and goals.

### Research Resources Thoroughly

02

Your health and safety training must be up to date and fit with your organisation while the resources you use must be relevant to your staff and environment.

### Decide On Your Safety Priorities

03

Make sure to emphasise your priorities based on daily tasks or company focus.

### Incorporate Training and Learning

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That Covers a Strong Understanding of the Physical Environment. Ensure training covers the environment people are in as well as behaviour, equipment and protocol. A strong understanding of the surrounding environment will allow your staff to better anticipate and avoid risks.

### Ensure All Training Is Relevant to The Worksite in Question

05

Training should be as relevant and specific as possible to employees, to avoid disengagement.

### Implement Active, Hands-on Training

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Provide your employees the chance to engage in active activities to reach all types of learners.

### Follow-Up Training with Observation

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Follow up on training with real-time observations conducted by supervisors. This step verifies that the training is effective and allows managers to adjust training dependent on employee performance.

### Incorporate Microlearning

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Embed learning into the everyday through bite-size training content. Making time for regular classroom sessions may be difficult, whereas micro-learning fits around the employee and encourages workers to make time for health and safety every day.

While it might not be evident, the difference between training and learning is that training is delivered, but learning is what people take away from it.

Microlearning supplements formal training with fun, interactive and varied everyday learning opportunities. Workplace training provides a space for new knowledge and skills to be practiced immediately (Tikkanen, 2018), which has been found to be crucial for workers with low levels of formal education (Brown and Bimrose, 2018).

At Evotix, we want to deliver learning, not just training, to ensure that employees are walking away with as much retained knowledge as possible, but without mentally overloading. Here's a short checklist that helps you identify the path to best practices for understanding your training.

