

Guidelines for the ISTD Project

A. Project Preview

- About the Organization
- Target population
- TNI & TNA Methodology
 - o How was the TNI conducted?
 - o Major Findings

B. Goal of the intervention

Example: The goal of this intervention is to increase the overall induction feedback by at least 10% over a period of three months.

C. Learning Objectives

Define Learning objectives as per bloom's taxonomy

D. Relevance and Importance to the Learner

- o How will this training help the learner to enhance performance at work?
- o How will this training help the learner on a professional basis?
- o Relate training to previous or real-life experiences of learners
 - o By asking questions or giving other 'cues' to the learner that will fetch old learning from the long term.

E. Implementing active learning opportunities

Slide	Objective	Methodology	Description
	Opportunity for learners to gain information		
	Opportunity for learners to practice		
	Opportunity for learners to reflect		
	Opportunity for learners to interact		
	Opportunity for learners to make an action plan		

F. Participants Action Plan Format

G. Methods to provide feedback to the learner

Method	Description	Impact

H. Using Social Media for Learning

Social Media	Methodology	Impact
WhatsApp Group		
Learning App		
Facebook Closed Group		
YouTube		

I. Modification in the original design

Original Design Element	Changes Done	Reason	Impact

J. Continuous Process Evaluation

Dimension	Conducted By	Snapshot
Pre-Process Evaluation	Trainer	
Daily Evaluation	Trainees	
Weekly or Mid Evaluation	Trainer	
Final Evaluation- Program	Trainees	
Final Evaluation- Learning	Trainer	