



Which **online training** is right for you?

With the explosion of online training options it can be hard to know what type of training is best for you.

Beyond determining the topics and skills you need to master, when you're researching training options, make sure that any course you register for is developed by industry-leading subject matter experts and is designed by certified professional instructional designers that know how to create engaging and effective online learning. You want to avoid courses that only consist of narrated slides!

Here's an explanation of two online training options: eLearning and Virtual, Instructor-Led, Live Training (VILT).

Do you want to do your training on your own schedule or attend a live class with a facilitator?



eLearning is online training on your own schedule, at your own pace

- Take the course whenever you want
- Work through it one module at a time or all at once
- Review the material whenever you need to
- Access the resource library containing tools, templates and guides
- Create standard processes for your organization
- Great for onboarding new employees faster
- Reach geographically dispersed teams
- Use learning checks to validate competency
- Earn CEUs based on course length
- Proudly display your course completion certificate!



VILT is Virtual, Instructor-led, Live Training You attend scheduled classes via Zoom

- Combines the benefits of classroom training and online learning
- No travel required – and no sitting in uncomfortable classroom chairs!
- Professionally facilitated sessions with activities that stimulate participation and learning
- Participate in discussions with the course facilitator and other learners
- Individual and group assignments and discussions help you master the subject matter
- Earn the same CEUs as in-person classes