

## Training Clinic Moments



June 2016

### Greetings!

It takes a village to achieve our L&D initiatives, including team members (if we're fortunate to have them), supervisors, managers and those beloved SMEs! Half of the year has already come and gone. What have YOU done to recognize the efforts of those who have been instrumental in enhancing performance?

This month's issue focuses on the importance of recognition and some inexpensive ways to do it. We encourage you to take a 'recognition' moment or two at this critical mid year point. A little bit of recognition now goes a long way! Remember, you've still got 6 months left in 2016!

# 2016 Train the Trainer Public Workshops & Certifications

Keep it fresh by getting some just in time training with our much loved public workshops!

Click on any title below to go to our website for more information and registration.

## HOW TO DESIGN EFFECTIVE TRAINING PROGRAMS

Believe it or not, your slide deck is NOT your training design! Learn strategies and techniques to design your program to enhance learning retention and transfer of skills and knowledge back to the job.

**Metro DC, Oct. 24-25**  
**Southern CA, Nov. 14-15**  
**VILT, Oct. 11 & 13**



## FACILITATE TRAINING WITH IMPACT!

Whether you're a subject matter expert or a full time instructor, this highly interactive workshop will give you the tools you need to step away from your PowerPoint and connect with your audience!

**Atlanta, Nov. 17-18**  
**Dallas Fort Worth, Oct. 24-25**  
**DC Metro, Oct. 3-4**  
**Southern CA, Oct. 27-28**



## CERTIFIED PERFORMANCE CONSULTANT (CPC)

Feel like you're training for training's sake but don't want to appear unsupportive? Learn how to uncover the true performance needs of your organization and partner with management to achieve results.

**Dallas Fort Worth, Oct. 26-28**

**VILT, Nov. 2, 4, 8, 10**

## The Importance of Recognition



As L&D professionals, we know recognition is important. I mean, we teach this stuff, right? But the reality is that we're so busy going on to the next important thing that we often skip this crucial step in maintaining employee engagement and performance!

So, as a gentle reminder, here are some solid facts as to why recognizing the efforts of others is so crucial!

- 1. It's a seismic communication event!** When recognition occurs, it sends a communication shockwave through the organization. People don't get praised on a regular basis so when it happens they are shocked! As a result of this shock they talk about it with such force that it sends huge ripples throughout the organization. The result? More people want to feel like this and you get additional recruits for your efforts!
- 2. It reduces turnover.** It's been documented in numerous polls that the number one reason people leave their jobs is that they don't feel appreciated. Wouldn't you LOVE to be the reason they stay?
- 3. It saves the company money.** For years the Gallup Organization has done cost-benefit analyses of employee recognition. The results are always the same. The benefits, such as lower turnover, a decrease in absenteeism, better safety records and more productive teams, always outweigh the cost of the recognition efforts.
- 4. You're serving as a role model to others.** Management, as a whole, needs to improve in this area. Your recognition efforts (and the results) will serve as a gentle reminder to all of management to up their recognition game!

Plus, it *feels good* to both give and receive recognition. Now, no more excuses. Go out there and make someone's day!



## 10 Ways to (inexpensively) Put A Little Love In Their Hearts

It's not the cost of the recognition that matters - it's the act itself that produces those good feelings! Here are 10 inexpensive ways to recognize people who have been so helpful in your efforts:

1. Prepare a luncheon in their honor. Make it potluck for those sponsoring it (you and your team) and ask upper management to be the wait staff! You can also solicit a local catering business for a discount in return for distributing their flyers.
2. Publish their names AND photos in all of your internal media including newsletters, tv screens and even posters in the cafeteria.
3. Provide a hand written note from the president.
4. Invite them to breakfast with the president.
5. Create an 'Award of the Month' club. This is usually something that gets rotated among recipients. The 'symbol' can be something serious like a trophy or something crazy like a bedazzled object. Make it fun and coveted.
6. Gift them a free massage session (again, get those small, local businesses involved).
7. Give gift cards from local small business vendors.
8. Create a gift basket for them and their family (and/or pets).
9. Gift them with an on-line class. Lynda.com has some great courses with lots of



### CERTIFIED INSTRUCTIONAL SYSTEMS DESIGNER

Need to hit the ground running with your instructional design skills? Then this certification program is for you! This five-day interactive session is for the subject matter expert or instructor who develops training.

**VILT Sept.14, 16, 20, 22**

### Still not sure? Then take a look at what our happy learners are saying about our public workshops:

*A terrific two days and very beneficial. Well worth pushing work 'to the right!.' Thank you for your passion!*



*Thank you! The program far exceeded my expectations, so KUDOS to all of you too! I do plan on attending future events as well.*



*This course has been inspiring, validating, and most importantly provided me with many useful tools that I feel will make a huge impact on our daily operation.*



*The class was fantastic and I look forward to decompressing the information last week and applying the tools into our programs. Thank you for all you are doing to make a difference and sharing your expertise. You are truly making "Training Matter!"*



### Sign up today and put a little love in your OWN heart by upping your skills!



variety.

10. Trade places with the boss and be "Boss for the Day!"

Again, it doesn't matter *what* you do - just that you do it! And take plenty of photos to publish on your internal networks/social media outlets for even more recognition!



### Thank you...

*for your continued support and trust in The Training Clinic. We'd love to hear some of your creative recognition efforts so that we can continue to share. Remember, we're all in this journey together!*

### Team M & M:

**Melissa Smith & Maria Chilcote**

**Managing Partners & Owners of The Training Clinic**

**The Training Clinic**

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