2. Implement support for the transfer of learning

Importance

The impact of mastering these competencies is that you:

• Increase the likelihood that participants will transfer learning to the workplace.

Supporting competencies and tasks

These tasks contribute to mastery of the supporting competencies (in bold). Put a check mark next to each task or subtask within the supporting competency as you complete it:

2a   Prepare support for the transfer of learning and sustained performance
See *Designing Learning Experiences 5c* and the following

▶ Support participants' psycho-emotional needs after the program and provide confidence building to encourage them to continue using what they learned in class ◎

▶ Determine available services for coaching, mentoring, peer-to-peer, and business-to-business networking
  ‣ Identify qualifications for serving as a mentor or coach
  ‣ Prepare coaches and/or mentors to support the transfer of learning ⚥
  ‣ Create class reunions to encourage participants to stay in contact with each other
  ‣ Encourage networking and make efforts to increase peer-to-peer or business-to-business networks ⚥ ◎

▶ Establish outreach communication channels

2b   Facilitate support for the transfer of learning and sustained performance
See *Facilitating Learning 4c*

Key outputs and assessment criteria

Mastering these competencies typically involves the following outputs. The assessment criteria indicate what would make the output appear to be high in quality.

KEY OUTPUTS	ASSESSMENT CRITERIA
Briefing for coaches and mentors	Coaches and mentors can explain their roles in supporting the transfer of learning
	Coaches and mentors can explain the participant's role in supporting the transfer of learning
	Coaches and mentors demonstrate that they are prepared to support the transfer of learning
Positioning transfer activities	Learning content, examples, and activities are linked to job and organization requirements
	Importance of transfer activities is positioned while facilitating
	Job aids and other relevant resources are incorporated into learning

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