

**Employee Learning Week
December 5-9, 2011**



- tokens for taking classes

- Institute an employee development recognition event for individuals and departments in your organization
 - Give a *Champion of Learning* award at the Christmas Party
 - *poll participants for key takeaways - drawing for participation*
 - *recognize most training hours*
 - *give trained people opportunity to train*
 - *Nominate coworkers for competency excellence*
 - *Nomination for mgs to participate in training*
- Introduce new learning opportunities during the week
 - *Intranet post of every day of learning week*
 - *15 minute lunch + learns do in each part of faculty*
 - *short little webinars*
 - *zip file on how to do different things*
 - *awareness of professional organizations*
- Communicate learning and development tips to your workforce each day of the week
 - *use memory reading comprehension or content specific*
 - *tip jars on each part of the website (eg Microsoft word, etc)*
 - *tweet, text message*
 - *✓ out things on the internet (youtube)*
 - *use the website*
- Host a program with a local university or community college
 - *Howkey ASTD do an event w/college*
 - *Speak to a university class or student organization*
- Help employees create individual development plans to increase and enhance their skills
 - *ask employees/mgs to update review during the week*
- Submit an article about your company's learning efforts to a local newspaper.
 - *Tying learning into business objectives + results*