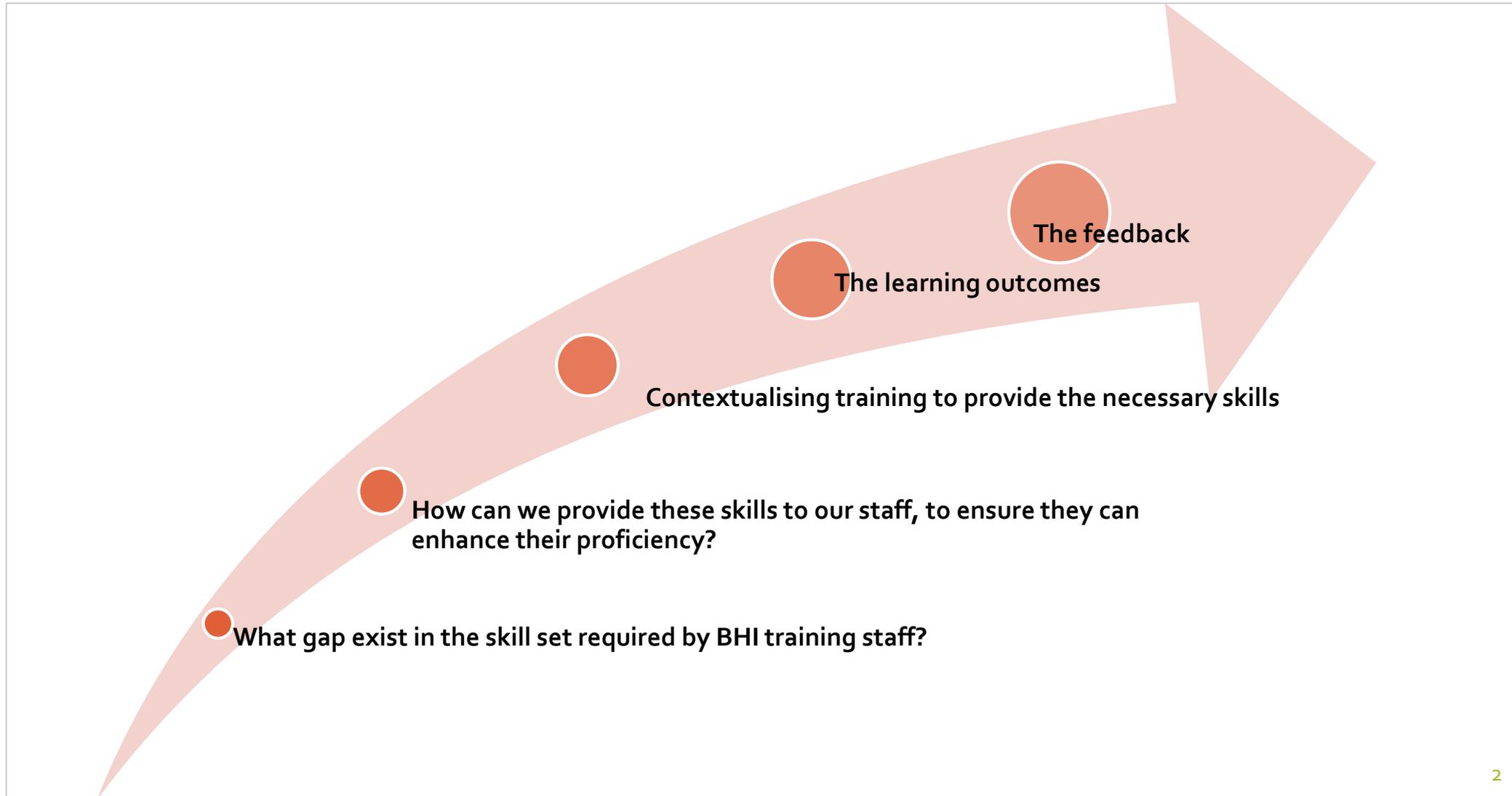


# Increased Productivity Through Contextualised Training

- BHIG
- Teaching and Learning Enhancement Team
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AVETRA 2017 conference

# The Journey



# Definitions

## Productivity

- A measure of the efficiency of a person, in converting inputs into useful outputs.
- How much a person can get done.

## Contextualisation

- Putting language items (learning activities) into a meaningful and real context rather than being treated as isolated items:
- <https://www.teachingenglish.org.uk/article/contextualisation>
- Contextualization attempts to give real learning value to meet the learners needs.

# Identified Gaps

- Assessment tools need improvements
- Unit plans need improvements
- Evidence of participation inadequate
- Not knowing where or who to seek support from
- Not knowing how to access quality documentations
- Not knowing who to seek advice from, for the issues they faced
- No real comprehension of the Learning Management System

## Skills Needed

- Creating engaging and interactive assessment and learning materials that are in line with the unit of competence
- Mapping the assessment tools to ensure compliance and transparency
- Creating unit plans which can be used interchangeably between training staff
- Creating assessment marking guides and instructions for assessors
- Carrying out a validation process and continuous improvement records
- Knowing how to utilize the Learning Management system

# Contextualised Training

- Using the Box Hill Institute Quality System (BQS) for all quality documentations used in the training program
- Using Box Hill Institute's Moodle platform for all training delivery and assessment submissions
- All assessments are based on the real work training staff carried out in their daily tasks
- Facilitates knowledge & skills transfer - knowledge and skills gained are transferred to their own training centers and into their teaching roles
- Creation of real online tasks for the units in which they train

# Learning Outcomes

- Ability to create their own unit plans
- Ability to create assessments and evaluate existing assessments according the ASQA standards
- Ability to access up to date quality documents:
  - Validation report templates
  - Unit plans
  - Assessment cover sheets
- Ability to contact the appropriate departments for help
- Improve sustainability and increase efficiency through us of online tools and resources
- Ability to show evidence of participation in minutes, instead of hours hunting for hard copies

# Unplanned Outcomes

- New staff able to access BHI internal systems and departments  
Staff Web
  - Teaching Innovations
  - Facilities
  - People and Culture
  - Student Web
  - Celcat
  - BQS (Box Hill Quality System)

# Individual Feedback

- Using the Inductive Data reduction (IDR) process we were able to reduce the interviews transcripts into the following themes.
- Main Themes:

Teaching Staff	Administrative Staff
Ability to apply learning	Time saving – reduces need to introduce the new staff to different systems available
Enhanced understanding of the RPL processes, class room management, online teaching and learning	Improvements in work quality
Enhanced understanding of the BHI systems and networks	Enhanced understanding of training role requirements
Feeling better supported and valued within the institution	Overall efficiency gained and staff satisfaction

# Moving Forward

- Implement learnt strategies into future training delivery
- Create further workshops for more individualistic support
- Keep the learning **REAL** in the BHIG context

*Thank you for participating in this presentation.*

- *Feedbacks and Questions are most welcome*