

Workplace Learning Course or Program Checklist

Use this comprehensive checklist to guide your exploration of the edOpp 2024-2026 Workplace Learning Catalog and develop a plan to identify the courses or programs that best align with the needs and goals of your organization or team.

1. Identify Workplace Challenges:

	List specific challenges or pain points your organization or team is currently facing.
	Consider issues related to performance, team dynamics, skill gaps, or organizational culture.
	Notes:

2. Employee Needs Assessment:

	Assess the current skills and knowledge levels of your employees.
	Identify areas where employees express a desire for growth and development.
	Consider feedback from performance reviews and employee surveys.
	Notes:

3. Core Level Courses:

	Explore the Core Level Courses section in the catalog.
	Identify the top 3 fundamental courses that address foundational skills and knowledge needed for individual contributors, frontline, or new employees.
	Notes:

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4. Impact Level Courses:

	Explore the Impact Level Courses section in the catalog.
	Identify the top 3 courses designed to help managers or directors have a direct and measurable impact on team performance.
	Notes:

5. Strategic Level Courses:

	Explore the Strategic Level Courses section in the catalog.
	Identify the top 3 courses that align with the executive leader's organizational strategy and contribute to long-term objectives.
	Notes:

6. Other Considerations:

	Customization: Check for the ability to tailor courses or programs to the specific needs and brand of your organization.
	Measurement and Evaluation: Evaluate the catalog for courses that include clear metrics for measuring learning outcomes and impact.
	Budget Considerations: Inquire about options for collaborative budget reviews and flexible pricing models with edOpp Solutions
	Long-Term Partnership Potential: Explore the potential for a long-term partnership with edOpp Solutions to meet your organization's evolving needs and growth strategy while enjoying more cost-savings.