



## **Customized Training for your Workplace**

Beyond Rewards development team will maximize the effectiveness of your training dollars with training programs designed to specifically address the issues and challenges you face in your organization, to address legislative compliance and beyond. Our development and design team will develop and deliver customized training solutions to support your business objectives and improve the knowledge, skills and performance of your team.

Beyond Rewards Customized Training Programs are engaging, educational and interactive much dependant on the type of training your organization wishes to utilize. We offer customized designed and developed engaging and interactive training in a full spectrum of delivery methodologies, including:

- e-Learning / Web-based Training
- Classroom Training
- Virtual Classroom / Distance Learning (Webinar Format)
- Blended Training
- Customized CD of Training – In Flash Format
- Workshops
- Conference Training

Beyond Rewards training design specialists are passionate about creating custom-built learning solutions that will maximize your learning experience. Our training specialists will analyze your training requirements and design programs that are specific to your needs.

## **Products and Services**

### **Instructor-Led Training**

Beyond Rewards will design and develop custom courses for your organization that includes all the materials you will need to facilitate a successful learning experience. Examples of materials we can develop are:

- Facilitator Guide
- Participant Workbook
- PowerPoint Presentation
- Quizzes, Exercises and Case Studies
- Course Evaluations

### **e-Learning**

Beyond Rewards will design and develop e-learning modules which can be placed on your organization's server (i.e. Intranet) and users can participate in training presentations at their own pace. Beyond Rewards can also bring your current "hard-copy" curriculums and manuals to life by converting them to e-Learning format. We use a

variety of multimedia options:

- Music Audio
- Custom and Royalty Free Graphics
- Professional Voice-Over Narration
- Flash Animation
- Branched Scenarios/Games/Simulations
- Video Clips

### **Web-based Training (Webinars)**

Beyond Rewards always provides high quality and high value training, through Live Webinars allow for polling, PowerPoint presentations, surveys, chat, attachments and whiteboard notes area. Topics include but are not limited to:

- Project Management
- Conflict Resolution
- Time Management
- Customer Service Skills
- Communication Skills
- Anger and Conflict Management
- AODA
- Bill 168, Violence and Harassment
- Developing an Health and Safety Culture

### **Training Materials**

Training materials by Beyond Rewards are colorful, creative and user-friendly. Choose from a variety of styles. Sections such as Learning Objectives, Summaries, and Learning Activities can be included in your guide. Our materials include:

- Color screenshots
- Step-by-step instructions
- Technical diagrams
- Flowcharts
- Table of contents
- Index
- Glossary

### **Reference Cards / Job Aides**

Quick Reference cards, also known as job aides, are a brief one-page summary of common tasks that users can refer to frequently when “how to” questions arise. Under each reference topic the steps to complete each task will be listed. All cards come in color and are laminated. Prices vary by number of pages and if screen captures are required.

Beyond Rewards Inc.

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[www.beyondrewards.ca](http://www.beyondrewards.ca) \* [www.beyond-training.ca](http://www.beyond-training.ca) \* [www.beyondsafety.ca](http://www.beyondsafety.ca)

## **Customized Training CD Development:**

1. Customized Training outlining the legislative requirements or training program you wish to address, interactive tips and tools, your policies, procedures, program and corporate mandates for the legislation you are addressing or the content you wish to train.
2. PowerPoint Presentation Format Flashed to use on your intranet or other medium for training as well as a PowerPoint for in-house face-to-face training with trainers notes.
3. Interactive activity sheets, handouts and lesson plans.
4. Video's as supplied by you or recommended by legislative requirements for internal training use.
5. Training Records Documents and Forms
6. Exercises and Quizzes

The Training CD will be customized with your organizations requirements i.e. Program, Policies, and Procedures etc.

**The cost of the CD is \$895.00** (up to 5 copies included in this price upon request)

### **Options:**

- a) Voice-over for intranet and CD training of Participants who cannot attend the face-to-face training can be completed by our professional development team. The cost is minimal at \$100/hour. (Averaging at 3 hours per CD Developed).
- b) Customized Participant Workbook – to follow along during the presentation or flashed training program and complete exercises throughout the training. Quiz can be incorporated into the workbook if so desired. The cost is minimal at \$100/hour.

**Total Cost (estimated) with both options included: \$1595.00**

Program Development for legislative requirements such as Bill 168 – Violence and Harassment; AODA, WHMIS, Your Organizations Health and Safety Programs and other legislative requirements are easily accommodated.

Be sure to check out our online training programs and upcoming workshop.

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