



Catavo Learning Advisor Program

Gathering information as you begin developing your organization's learning program may leave you exhausted. You'll soon come across acronyms, a new vocabulary, and technologies you're not remotely familiar with. Wouldn't it be great to have a guide help you get past all the static and obtain the information you really need? Catavo's Learning Advisor Program is just that guide.

Catavo's Learning Advisor Program is for organizations that may not have resources available or the necessary market knowledge to properly assess their training needs, define program objectives and goals, and determine optimum solutions. By leveraging our extensive background in this market, we'll give you a jumpstart on the process and reduce your overall risk in implementing a training program for your company.

The cost for Catavo's Learning Advisors Program is \$5,000 per engagement and includes the items described below.

Step 1.

When you sign up for Catavo's Learning Advisor Program, we'll begin by:

- teaching you about the industry and market place
- defining the different types of systems and technologies (you'll soon know the difference between an HRIS, HCM, LMS, LCMS and others; how asynchronous learning differs from synchronous learning; and differences among vendors in the space
- sharing best practices in the assessment of a new learning program, acquiring and developing content, and integrating a learning program into your organization
- explain industry standards, such as AICC and SCORM, and provide you with a firm understanding of why these are important

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Get the Attention You Deserve

Small and medium-sized companies often find themselves feeling like a small fish in a big pond when they approach major learning technology vendors. Although the technology may look like a perfect fit for your application, they have much larger corporations on their radar screen. We'll help you get the attention you deserve by assessing your particular needs and then directing you to the most appropriate vendors.



Business Solutions

- » Determine and meet key objectives including employee productivity and increased profits
- » Improve sales productivity and increase product and services revenue through effective training initiatives
- » Learn how to evaluate cost/benefit ratios when comparing functionality offered across vendors' offerings
- » Match and align learning technology with strategic initiatives
- » Uncover additional audiences, revenue streams, and distribution channels for your training content including contractors, vendors, partners and clients
- » Optimize your important corporate training efforts

Learn More Today

To learn more about Catavo's Advisor program, please contact us today. Phone: 1-630-225-4256 | sales@catavo.com
www.catavo.com





Catavo Learning Advisor Program

Step 2.

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Needs analysis follows. As your partner, our advisors will work with you to:

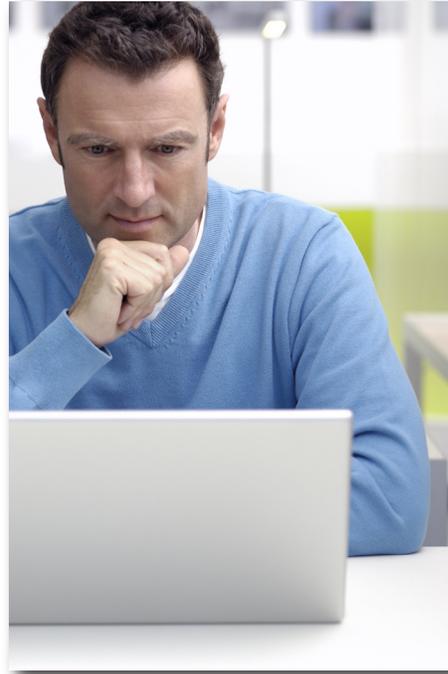
- Establish business goals. Together, we'll assess your specific business needs. We'll develop a strong business case and determine goals and objectives for your program.
- Gain a clear understanding of existing stakeholders and determine project committees. Executive briefings with senior personnel help to educate them on the benefits, requirements and costs of learning, resulting in earlier "buy-in" and fewer bottlenecks as you get further into the project.
- Conduct a business process examination; gather current state and requirements information.
- Determine functionality needs, and evaluate functionality versus price.
- Ascertain the readiness of your corporate IT structure, including network security, network topology, desktop standards, hosting ability, LMS maintenance capabilities, test machine(s) availability, etc.
- Establish business process needs for support including defining required SLAs (service level agreements).
- Document key requirements.
- Provide guidance on proceeding through the due diligence stages.

Step 3.

As a result of the in-depth analysis phase, you'll be in an excellent position to make the necessary business decisions with a solid understanding of the industry as well as your organization's specific needs. We'll help at this third phase with:

- Unbiased assistance with LMS vendor evaluation and selection
- Translating key requirements into an actionable RFP
- Provide a customized Learning Program Roadmap
- Explore critical issues and provide advice and guidance through the final selection process

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About Catavo

With over 8 years of experience in assisting organizations of all sizes with their Learning program assessment and implementation, Catavo is in an excellent position to help you. We provide tools and methodologies built around real world implementations. And we offer a unique combination of strategic and tactical execution abilities.

» Processes

Multi-dimensional approach and technology-enabled learning taxonomy

» Relationships

Best-of-breed products, vendor, and analyst relationships to stay ahead of the curve and quickly meet specific business needs

» People

Experienced personnel, top talent and the right corporate culture to make it happen