

Can you be sure you invest in skills where they are most needed?



Save
time & money
on training needs analysis

With so much focus on smarter working, league tables, KPIs, and performance improvement, there has never been a better time to make the case for training and development. But can you be sure that your investment in people is targeted where it will have most impact? Can you evidence the relationship between the money spent on training and the bridging of skills gaps that affect performance?

Many organisations use performance reviews to produce personal development plans and identify training needs. But managers may not have the specialist knowledge of systems or technologies to do this properly. This can lead to inconsistent and ineffective development plans. Ultimately this means a lack of confidence that investment in training is money well spent.

Of course a comprehensive training needs analysis (TNA) will ensure the right training is targeted at the right people. But this can be a costly and time consuming exercise which can usually not be repeated year on year.



Now there is an easy-to-use tool that will help you to:

- Reduce the time and costs needed to carry out a TNA
- Provide more accurate planning, measurement and costing of training needs

Fiz-assist is a Web-based tool that will enable you to reduce the time spent on TNA's by some 80%, when compared to using a typical paper-based system.

Fiz-assist has been developed with the input of business professionals and used in many organisations to refine its capabilities. Its Web-based graphical interface makes it easy to use and allows TNA's to be easily completed from any location via a Web-enabled device.

Quickly match
skills gaps
to learning

Fiz-assist Standard can deliver an IT end-user skills gap analysis 'out of the box'. It has been used by many organisations to define their corporate strategy for end-user IT training, pinpoint priority organisational skills gaps and match people to appropriate development.

The new Fiz-assist Extra optional extension will allow you to add your own bespoke knowledge areas or systems. You can have the same powerful insights into the skills within your organisation, right across all areas that impact on performance.

FOR MORE INFORMATION AND A FREE DEMONSTRATION CONTACT US

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Fiz-assist has been developed jointly by Keystrokes Ltd and MyKnowledgeMap Ltd. Fiz-assist is a registered trademark.



Fiz-assist takes away the guesswork and provides a structured approach to meeting organisational training needs. It follows a four step process:



- 1** Fiz-assist's competency sets are used to define target skills profiles according to the needs of specific teams and job roles. End-user IT competency sets come as standard but organisation-specific competencies can also be added and tailored to suit your organisation
- 2** Individuals' skill levels are assessed
- 3** Skills gaps are identified using Fiz-assist's powerful reporting facilities
- 4** Learning and development plans are built

With Fiz-assist's help, you can benchmark the precise skills needed to achieve change and move your organisation forward.

Target skills profiles

Fiz-assist's competency sets are used to define target skills profiles according to the needs of specific teams and job roles. This provides a consistent model and methodology for identifying required skills.

Skills gaps are matched to appropriate learning solutions

Targeted learning solutions can be pitched at the right level for everyone

Skills locator

Fiz-assist's skills locator report pinpoints individuals who have valuable specialist knowledge and skills

Learning plans can be updated when learning is completed

Fiz-assist produces an historical skills development record and provides a sustainable process that supports and informs appraisals.

Powerful reporting facilities

Fiz-assist reports provide essential management information to inform planning and budgeting. It ensures the organisation's workforce has the skills it needs to meet its objectives.

Organisation-wide overview of skills gaps

Fiz-assist allows organisations to target training where it is needed within the workforce

Effective targeting of training

Training interventions are more targeted and allow limited training budgets to stretch further. Return on investment can therefore be maximised.



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