BEST MANAGEMENT PRACTICES FOR TRACKING ELEARNING

Today, career development ranks as a major employee incentive. Job training and eLearning programs are staples at the most successful companies. For the twenty-first century workplace, updating skills through continuing education is understood as an essential investment—human capital drives business, especially in the creative.

While it has become clear that business benefits from an employee-focused continuing education program, implementation can remain opaque. Part of the reason for this is that the eLearning resources available today include such a range of offerings. From specialized skills in engineering and IT, to HR and accounting—the training tools correspond in diversity to the diversity of roles performed in the business. Implementation in one department or functional group might look different than in another. Once a program has been chosen and approved by managers, however, operational implementation can become much clearer.

This blog has covered the subject of ROI and calculating the value of employee training. Related to understanding that calculation is how accessible and transparent the cost of training can be. **Tracking the expense is a notoriously time-consuming administrative task that falls to Human Resources and benefits managers**. Add to that employee reimbursement protocols and the efficiencies of eLearning seem to create more back-end work.

While the efficiencies in continuing education have made it easier for employees to continue their education or develop special skills in-house, at their own pace, without the need for travel; the management of these programs has also been simplified. Best practices for tracking expenses and employee reimbursement once involved a spreadsheet (or workbook) with hundreds of tabs. It still could, but it doesn't need to.

It's possible to leverage another existing infrastructure, rather than devoting HR resources that could be used for more hands-on management.

Management of learning and certification programs through a platform like Xvoucher allows management to track expenses across diverse programs. It enables more precise and up-to-date reporting in order to easily access budget numbers and grasp ROI. Essentially, the platform cleans up expense reimbursement data and even eliminates the need to reimburse employees when the cost is managed more directly with eLearning vendors.

Xvoucher's platform presents information with real-time data. This is managing employee training in its simplest form, with maximum efficiency. The platform helps managers and employees select training, streamlining the initial research process before implementation. In addition, customizable reports with real-time data are available in one location, and can be made to fit your precise business initiatives. From tracking candidate progress to managing your committed and used budget, the Xvoucher reporting structure has the flexibility to fit the exact needs of each department and your entire company.

Simplifying access to the continuing education programs at your business is a best practice. Keeping management and employees on the same page about progress and cost is also a best practice.

For more information on benefits, features and a demo of the Xvoucher platform, contact our sales team today!