
autonomy e - learning

Providing innovative training solutions for the automotive industry

Our Approach to e-learning production

We usually start each new e-learning project with a kick-off meeting. Everyone connected with the project usually attends. The objective of this meeting is to clearly define and agree the content and specification of the new project.

The kick off meeting enables us to develop a detailed project outline. This describes the training aims, the structure of the course, a brief description of each component and its expected duration, how the training will be assessed and a detailed production schedule.

Next comes the detailed research - this usually involves a detailed briefing from the subject matter expert and the gathering of all relevant materials.

Using these materials the scriptwriter develops the storyboard. Like any document the storyboard will go through a number of drafts, this will not only require reading by the SME, but testing against any system or process being described.

At this stage, we also produce the screen designs for the all the key parts of the project. These designs always adhere to the client's corporate guidelines.



The next stage of production is the preparation of what we call the assets. The assets are all the pieces of audio, digital stills, animations and text that come together to create the finished course.

Once all the assets have been created the course can be assembled, this process is called authoring. Courses are normally divided into a series of sections or modules lasting 10-15 minutes.

As each module is developed it is placed on our online test site for review. Each client has a unique URL and password so that they can check our progress at any time. As they review each module they can use this unique online facility to post their comments and alterations.

Once any modifications have been made a second version of the module is placed on the site for checking - a process which is then repeated until everyone is satisfied with the content of each module in the course.

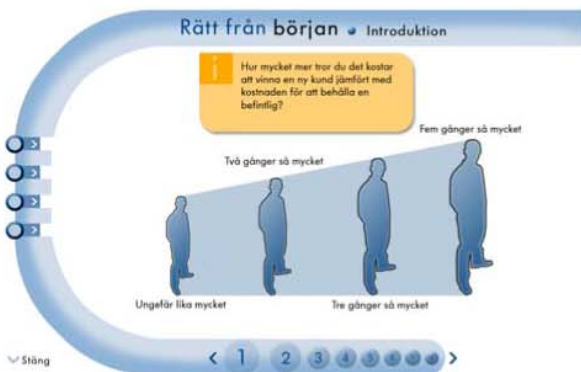
Once completed the course modules are transferred to the clients Learning Management System [LMS] for final testing and release.

Learning Management Systems

To work effectively online e-learning courses are managed by an LMS it provides a user interface to the course and stores the data generated. Reporting tools allow users and their managers to review training activity.

These complex systems are expensive to purchase, to help clients Autonomy has built its own 'basic' LMS. It's designed to get clients started – and provides all the basic functionality they require to manage our e-learning courses.

Some clients choose to host the LMS our quotation is based on providing this service and support ourselves. All our courses use the industry SCORM standard and therefore are compliant with other management systems.



Project management

In our experience the success of any e-learning course depends on good project management.

Therefore, for every project we appoint a 'Project Manager'. It's their responsibility to co-ordinate all the people and processes involved in producing the project and to keep clients up-to-date on our progress.

It's their job to keep the project on track, on time and on budget. They make sure that each stage of the process is checked; agreed by everyone and documented [this is where our ISO procedures can really help].

Our team has the skills and experience to deliver the very best e-learning materials within your organisation.



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