

**PADLA November 2009 Conference  
Follow-up Resources from Susan Boyd**

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Thank you for attending my session called “*Five Critical Success Factors to Convert ILT into e-Learning*” at the PADLA November 9, 2009 Conference. I hope you found the session useful and gained “Bright Ideas” that you can apply to your own training programs.

Here is a list of follow-up resources I promised to send you. I hope you find the resources useful - feel free to contact me with questions or if I can help with your e-Learning projects, trainers workshops or other training programs.

- **Copy of my Presentation slides** - [http://susan-boyd.com/Boyd\\_PADLA2009.pdf](http://susan-boyd.com/Boyd_PADLA2009.pdf)
- **Online Learning in Progress sign and How to Gain the Most from an E-Learning Course** - attached is a PDF file with a sign and tips you can give learners. You are welcomed to use my checklist and modify as needed as long as you include my copyright information and the words - Reprinted by permission of author.
  - [http://susan-boyd.com/online\\_sign.pdf](http://susan-boyd.com/online_sign.pdf)
- **10 Ways to Make e-Learning Stick** - ASTD Learning Circuit Article I wrote  
[http://www.astd.org/LC/2002/0502\\_boyd.htm](http://www.astd.org/LC/2002/0502_boyd.htm)
- **Learning Circuit Article: Using Online Interaction to Break Your Addiction to Classroom Training** By Michael Burke  
[http://www.astd.org/LC/2004/1004\\_burke.htm](http://www.astd.org/LC/2004/1004_burke.htm)
  - **Learning Circuits – online newsletter re e-Learning – also check out the archives**  
<http://www.astd.org/LC/>
- **Michael Allen's Guide to e-Learning** - This is a great book on designing e-Learning. You can also get a free CD with samples from the courses developed from Allen Interactions - - <http://alleninteractions.com>
  - This book is published by John Wiley and available through Amazon and at Michael Allen's company website
- **Rapid e-Learning Blog – (Articulate)**
  - <http://www.articulate.com/rapid-elearning/>

- **Books from Jane Bozarth – Jane is an expert on creating e-Learning on a Shoestring Budget!** [www.bozarthzone.com](http://www.bozarthzone.com)
  - E-learning Solutions on a Shoestring
  - Better than Bullet Points: Creating Engaging E-learning with PowerPoint
  - From Analysis to Evaluation: Tools, Tips, & Techniques for Trainers (includes some of my checklists)
- **Trainer's Checklist** - Visit my web site for my Trainer's Checklist on e-Learning Resources (includes conferences, authoring software, free courses, etc.) and other useful checklists for trainers such as "20 Ways to Bring them Back on time from Break". <http://www.susan-boyd.com/training.htm>
- **ASTD InfoLine - Using Job Aids** by Susan Boyd. If you like to use job aids, you might be interested in this resource I wrote for ASTD
  - <http://store.astd.org/Default.aspx?tabid=167&ProductId=8093>
- **Accelerate Computer Learning with Analogies**
  - If you like to use analogies to explain computer terms, be sure to check out my book for trainer - <http://susan-boyd.com/accelera.htm>
- **Inexpensive prizes for training** (use bendable as key word search for bendy animals)
  - Oriental Trading - <http://www.orientaltrading.com>
  - US Toys - <http://www.ustoy.com>
- **Trainer Supplies** (i.e., train whistle, magic coloring book, learning in progress signs)
  - Trainers Warehouse - <http://trainerswarehouse.com>
- **Incentives for Learning** - <http://upsellusa.com/>
  - This company can manage incentive programs for e-learning completions. You can also use Amazon.com points or points to be redeemed at the company cafeteria or store. Remember a big incentive is that people know e-Learning is tracked and their names will appear on a report to department head if they do not complete the training!
- **PowerPoint Presentation Templates** William Horton Consulting - <http://horton.com/>
- **Free Animated Gifs to insert into PowerPoint** Animation Factory - <http://www.animfactory.com/>
- **TimePicker** - automatic timer/team picker -William Horton Consulting - <http://horton.com/>

- **Wireless Mouse**

Remote Point Presenter - this functions as a remote mouse and a laser pointer and also holds a 32 MB presentation - It plugs into a USB connection - <http://www.rppresenter.com>. I found this on sale at TigerDirect.com

- **What tools can you use to create e-Learning**

- PPT (read Jane Bozart's books) – also check out <http://pptheaven.mvps.org/>
- Toolbook for game creation - <http://www.toolbook.com/>
- Adobe Captivate (captivate works great for application training) - <http://www.adobe.com/resources/elearning/>
- Flash- <http://www.adobe.com/resources/elearning/>
- Raptivity <http://www.raptivity.com/>
- Articulate Quizmaker and Articulate Engage - <http://www.articulate.com/>
- Flashform - [http://www.rapidintake.com/flashform\\_index.htm](http://www.rapidintake.com/flashform_index.htm)
- html-- Dreamweaver and Coursebuilder - <http://www.adobe.com/resources/elearning/>
- Adobe Presenter (formerly called) Breeze - <http://www.adobe.com/resources/elearning/>