

Transfer Quickscan: 7 Crucial Factors to Make Transfer Happen



Factor	Question	Score: 0 1 2 3 4	Total score
 Stakeholders	1. Stakeholders involved around this learning activity have a lot of knowledge about the transfer of learning activities	 of 20 points
	2. All stakeholders are fully committed to making transfer of this learning activity happen		
	3. The need for this learning activity is based on a clear business need		
	4. The organization has a clear vision on learning which is supported by all stakeholders		
	5. There is a strong connection and cooperation between the L&D department and the business/management concerning this learning activity		
 Context	6. It is clear to the employee in which specific situation he has to change behavior in his job	 of 12 points
	7. It is clear which specific behavior needs to be changed as a result of this learning activity		
	8. The behavioral change that is needed in the job is simulated as authentically as possible in this learning activity		
 Integration	9. The employee gets the opportunity to apply what he has learned to his work	 of 8 points
	10. The manager actively coaches the employee to apply the learning to his daily work		
 Motivation	11. The organization strongly communicates the 'why' and 'what's in it for me' of this learning activity to the employee	 of 20 points
	12. Successful transfer is rewarded after this learning activity		
	13. The employee is confident that he can apply in his job what he has learned during this learning activity		
	14. The learning activity itself motivates the employee		
	15. The organization has a culture of experimenting and allowing mistakes		
 Intensity	16. This learning activity continues until the targeted change in the work of the employee has been accomplished	 of 16 points
	17. The learning activity stimulates the employee to learn often and on a regular basis		
	18. The variety of teaching forms used in this learning activity stimulates the employee to apply the lessons learned to his work		
	19. The employee always has access to the knowledge of this learning activity when he needs it		
 Social	20. Transfer of this learning activity is a regular topic of conversation at work	 of 16 points
	21. The employee is socially supported outside of the direct workflow in achieving transfer		
	22. Employees actively make use of each other's knowledge		
	23. Employees learn from the experience of professionals outside of the organization		
 Technology	24. Through technology, employees can learn whenever and wherever they choose	 of 16 points
	25. The transfer of this learning activity is measured in real time and can be monitored by stakeholders		
	26. Employees can communicate efficiently with each other about transfer		
	27. The learning infrastructure is designed to support the employee's work processes		

Want to fill in the Transfer Quickscan online?

Go to: <http://tinyurl.com/transferscan>

Thank you for participating!

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