OpenAgile™ Learning System™
Learning Cycle Time Assessment – Assessor's Guide

This assessment tool helps you understand how well learning takes place in your organization. It is difficult to measure learning quality directly. However, it is possible to get a sense of how frequent and pervasive learning is in the organization. This is done by examining three types of learning, and how fast an organization moves through the Learning Circle for each type of learning. The three types of learning are: Product/Service Learning, Process Learning, and Organization Learning. This tool helps us find the evidence that each type of learning is occurring and at what speed. The actual efficacy of the learning can only be examined indirectly through the relationship of the organization to its environment (see the OpenAgile Key Metrics Assessment tool and the OpenAgile Principles and Practices Assessment tool).

The OpenAgile Learning Cycle Time Assessment tool is designed to be filled out by multiple individuals working alone throughout a cross-section of your organization. Staff, middle-management, executives, people in various departments and people of varying degrees of seniority should all be given a chance to participate in this assessment in order to generate the broadest possible understanding of your corporate culture.

Each individual is given an electronic copy of the OpenAgile Learning Cycle Time Assessment – Individual Questionnaire. As an assessor, your instructions should be as brief as possible. Simply explain the mechanics of filling out the assessment and how the completed assessment should be returned to you. You may also need to explain the "Learning Circle" concepts. Other than that, refrain from explaining or commenting on the meaning of the questions in the questionnaire.

It is recommended that you place both an effort and calendar time limit on filling out the questionnaires. Since it is composed of a number of sometimes challenging questions, it could take as long as two hours of effort to complete. The collection cut-off date should be clearly communicated both when the assessment is distributed as well as regular reminders up to the "last moment".

These questionnaires are deliberately not anonymous. Although this has the risk of skewing the answers, the value of being able to follow-up and ask clarifying questions is considered to out-weigh this risk. In order to disambiguate people and their responses, you may ask people to fill in an ID or sequence number in the Tracking section of the questionnaire.

The OpenAgile Learning Cycle Time Assessment should be run at regular intervals with a large sample size at least yearly, and a smaller sample size at least quarterly.