Create Learning ORganisations

Assessment

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Of Aberration Games (Sydney AIE)

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# Task 1: Evaluate Learning Practice

## Team’s existing learning strategies

Currently no formal learning strategies are in place other than the one provided by the AIE academy during our induction and training throughout our production years (2 years) as a template for learning and training others.

**Induction / Onboarding:** The GDDs, Art Bibles and TDD’s are the training tools that we use to learn the pipeline and workflow of the company, learning naming conventions, documentation formats and the core mission and value statements of the company.

Therefore, we will be building a Learning Strategy stemming from the contribution of the team to come up with one that will work best with the company’s value and mission statement, by using other successful examples of companies that implement their own learning strategies that reflect their own values.

## Analysis of Individual Members

### Andrew Phillip Gonzalez

* Interests
  + Narrative
  + Story Telling
* Abilities
  + Narrative Design
  + Level Layout, Design, and Development
  + Organisational skills
  + Documentation
* Learning Needs
  + Visual and Hands-On Learner

### Caerwyn Bartley

* Interests
  + Systems and Mechanics Design
  + Level Design
  + 3D Modelling
  + Lighting
* Abilities
  + Blender Modelling
  + Respectable level of programming (C#)
  + Prototype Development
* Learning Needs
  + Hands- On Learner

### Thomas Lamb

* Interests
  + Programming
  + AI
* Abilities
  + Programming (C#, C++)
  + Comprehensive skills in programming
* Learning Needs
  + Hands-On Learner

### Elisabeth Buttigieg

* Interests
  + Environmental Artistry
  + Environmental Storytelling
  + Environmental Concept art
* Abilities
  + Environmental Modelling
  + Concept Art
* Learning Needs
  + Hands-On Learner

### Enis Zunic

* Interests
  + General Assets (Props)
* Abilities
  + Character Modelling
  + Vehicle Modelling
* Learning Needs
  + Visual and Hands-On Learner

### Fung ‘Wendy’ Cheng

* Interests
  + Character Modelling
  + Concept Art
  + Stylized Art
* Abilities
  + UV
  + Texturing
  + Modelling
  + Sculpting
* Learning Needs
  + Visual Learner

## Learning Strategies that support the strategic plan

### Induction / Onboarding

* Overview
  + An informal meet and greet of the team/organisation
  + A tour and introduction of new inductees to the business and preparation for tasks and job expectations.
    - Introduction to the core values and mission of the business
    - Expectations
      * Detailing the expected job and tasks and their position within
* Positive
  + Improved Employee retention
  + Providing a welcoming environment to the inductee
  + Transparency of expectations and job environment
  + Inductee can better prepare and understand of what is expected from them
* Negative
  + Does not guarantee how effective it will be with each new inductee
  + Requires team cohesion, the team to work well together
  + How effective it becomes requires the process to be done before the first day of starting their job
  + It can be awkward at first

### Training

* Overview
  + Task specifics to teach skills required for current project or overall business aesthetic for future projects
  + Daily tasks that enforce what has been learnt to make sure knowledge retention is sound
* Positive
  + Effective training method for inductees
  + Flexible learning pace catered to each different learning method of inductees
  + Employee retention
  + Cultures a learning culture
* Negative
  + Length of time to train may vary and increase cost as a result
  + May require personalities to match as it requires dedicated time to ‘mentor’
  + May take away time from key trainers from current projects to conduct training

### On the Job Training

* Overview
  + Working directly with projects under supervision with progressive tasks (from simple tasks to more complex)
  + Access to learning resources
    - Books
    - YouTube playlists (tutorials, lectures, etc…)
  + Direct training on business dynamics (the inner workings, objectives, and methodology)
* Positive
  + Supervised to maintain efficiency and I trainee retention and develops familiarity
  + Learning directly towards business goal and current projects lead to helping towards objectives
  + Solidifies learning towards business values
* Negative
  + While direct towards projects it can still drain time away from key personnel regarding current projects or business functions
  + Available supervisor may not be suitable to the trainee discipline (Design, Art, or Programming)
  + Critical learning, if not done well, it can cost a lot to re-train or rehire
  + Risk of project / business delays if critical errors occur during training on business or projects directly

### Programmed Instruction

* Overview
  + Unsupervised training through set required tasks relating directly to project / business
  + Their own paced learning
    - Find alternative resources of learning
    - Learning from home
    - Initiative based learning
  + Tests to measure knowledge retention
* Positive
  + Individually focused training and at their own manner
  + Learn at your own time
  + Time to reflect and correct answers
  + Less likely chances of errors occurring
* Negative
  + Higher cost because of access to high level of resources (books, licences, courses, etc….)
  + Inflexible in creativity
  + May lead to crunch because of an overt amount of learning time

## Organisational Learning Strategies by other Organisations

### Learning Strategy at a Video Store (Videomanner/Mondo Movies Annandale)

* Induction consisted of an informal meeting and greeting with the boss
* A tour of the business, location of each genre section and all available facilities
* First week was organising genre shelves and placement of titles in their proper place
* The weeks after was focused on learning the computer system and meeting customers and their needs
* And eventually led to training on one’s own self to maintain the store

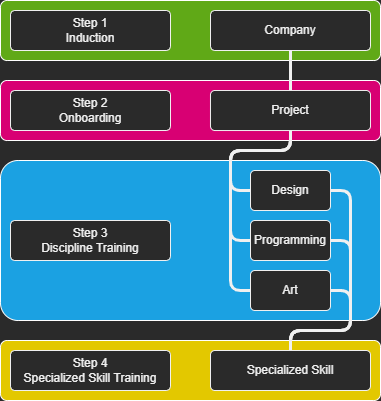
# Task 2: Create an Organisational Learning Strategy

## Technologies to Assist with Learning

### Powerpoint Presentations

* Company structure
  + Guidelines of the hierarchy and responsibilities of each member
  + Health and Safety
  + Company overall guidelines
* Project Documentation (Word)
  + GDD
  + Art-Bible
  + TDD
* Click-Up
  + Work Management System
* Training Resources
  + Plugins for Shaders
  + Programs for 3D modelling

## Implementing Learning Practices



### Step 1 - Induction

* + Overall introduction to the company, its practices and core values
  + Overall Health and Safety and an informal greet with available personnel

### Step 2 - Onboarding

* + Introduction with relative discipline’s lead member
  + Overview of project or disciplines workflow training

### Step 3 - Discipline Training

* + Focused training on assigned discipline (including workflow, documentation formats)

### Step 4 - Specialized Skill Training

* + Available Specific resources to read on or learn from (specialised in the assigned discipline)
  + Youtube tutorials
  + Books
  + Software

## Allocation and Management of Resources

### The Process

Each part of the Learning Strategy has personnel allocated to them specific to the skills and strengths that will ensure proper training techniques and knowledge retention.

* Step 1: Induction
  + Caerwyn takes care of the induction, but if he is unavailable then Andrew takes over to progress with Induction
* Step 2: Onboarding
  + As above, the process is repeated, but the training differs specific to the subject of the project so the trainer must know the project inside and out to be able to conduct the Onboarding
  + Designers will know the project inside and out and all aspects involved, they are ideal for the first two parts of training
* Step 3: Discipline Training
  + Each Discipline will manage their own training, but leads will be the ones to focus on training and have a 2nd personnel ready if they become unavailable
* Step 4: Specialised Skill Training
  + Each Discipline can delegate the task of training to the more specialised fields of each of their respective disciplines. (Narrative Training, Shader and Volumetric Training, SOLID principles, and C# training, etc….)

## Knowledge Management System

### Learning and Development Strategy

* Observation – At each point of training starting from Induction to Specialized Skill Training, whomever is conducting the training will make notes on behaviour, action, and feedback on a document
* Intervene – Make on the fly adjustments to the strategy if the current action is proving or will prove to be ineffective, and document it.
* Assess – Assess the process and note any changes that may be needed for the strategy
* Review – Discuss and make changes based on feedback and discussions of the strategy and where the faults are and why.

### Key Performance Indicators (KPIs)

* Knowledge Tests
  + Ensure training is effect and that the employee has retained the information / knowledge provided.
    - Tests
    - Questionnaires
  + Review any information feedback and assess
* Scheduled Reviews
  + Compare reviews and see common issues or improvements in the learning process and adjust
  + Note changes on the guides and process that stem from results of changes in trends and where those trends are headed to assess business performance and techniques.