|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Comparison of Training Methods | | | | |
| Method | **Value** | **Advantages** | **Disadvantages** | **Trainer role** |
| Lecture | * Knowledge transfer * Job/Task related information | * Max material covered * Largest groups * Full lecturer control | * Passive learners * Low retention * Minimal feedback | * Provide information * Answer questions |
| Discussion | * Stimulate interests * Generate possible solutions to problems * Develop consensus | * Stimulate learner’s interest; share experiences * Involve learners actively | * Time-consuming * Requires crowd control * Dominated by active people | * Clearly specify tasks * Determine time limits * Form groups * Assign group roles |
| Role-playing | * Develop interactive knowledge * Introduce humor and liveliness attitudes | * Stimulates interest in an active and fun way * Participant experiences included | * Time-consuming to prep * Passive participants * Engaged participants lean more than passive ones | * Choose suitable examples to illustrate points * Debrief and discuss insights gained |
| Exercises | * Develop interactive skills * Study group dynamics | * Facilitates high participation of motivated learners | * Skilled trainer required to guide exercises * Time consuming to sync participants | * Meticulous preparation to ensure everything is organized |
| Brainstorming | * Stimulate creative thinking * Generate solutions * Innovate future learning | * Promotes active participation * Incorporates learners’ experiences and ideas | * Time consuming * Passive learners * Requires highly skilled trainer | * Document suggestions * Organize thoughts * Lead debrief discussion |
| Demonstration | * Show correct procedures and required steps | * Stimulates high interest * Ideal for large groups | * High level of effort * Less interactive | * Arrange demo materials * Observe participants and close learning gaps |
| E-Learning | * Individual study pace * Shows correct procedures * Knowledge transfer | * Materials are easily passed and to a wide audience * Participants can access materials from anywhere | * Expensive and time-consuming to prepare learning materials * Participants are required to have compatible system | * Provide tutoring, coaching, telephone, and email support |
| Virtual | * Combination of E-learning and demonstration | * Reaches widest audience * Inexpensive * More interactive | * Passive learners * Requires highly skilled trainer * Requires crowd control | * Provide telephone and email support * Arrange demo materials * Debrief and discuss insights gained |