ONBOARDING
THE ADVANCED SESSION

TEACH ON MARS

2022

PROGRAMME OF THE ADVANCED ONBOARDING

1. Governance:
- Learners: the custom fields (metadata)
- Managers: manage their accounts
- Focus on the statistics

2. Pedagogy:
- The training rhythm
- The ELPA model
- Gamification

3. Communication :
- Effective communication
- Comment moderation

4. Translation

ToM Universe

EX. 1 - USE THE CUSTOM FIELDS

I'm training manager for XXX (multi-brand company) and I've just created a training course about the importance of empathy in leadership for the managers of the brand AAA.
Which custom field(s) will I use to target the concerned learners?

Answer - 2 custom fields:
- ***Position: manager***
- ***Brand: AAA***

I'm training manager for XXX and I've just created a training course about the Italian Culture for the French and Spanish sales assistants.
Which custom field(s) will I use to target the concerned learners?

Answer - 3 custom fields:
- ***Country: France / Spain***
- ***Department: sales***
- ***Position: assistant***

EX.2 - CONFIGURE THE MANAGER ACCOUNT

Let's imagine we need to create a manager account for a manager with a particular profile. Which roles, scopes and access to training courses would you give to...

1- an instructional designer who will need to create content for a specific market?
2- a front-line manager who wants to monitor the learning activity statistics of his team?
3- a translation agency which will be working on translating the training content of a specific category?

Learners' access ⓘ	✎ Edit

Company	-	**Persona**	-
Content	-	**Academy**	-
Operation	-	**Source (Website, Form....**	-
Event	-	**Number of employees**	-
ToM Client	-		

Access to training courses	✎ Edit

Set roles ✕

Categories & Training courses
☐ Can manage the catalog (both training courses and categories)
☐ Can create training courses
    ☐ Can generate content licenses
    ☐ Can import content licenses
☐ Can create content
☐ Can publish training courses
☐ Can create and manage Live! sessions
    ☐ Can view Live! sessions in the perimeter

Learners & Communications
☐ Can access the learners section
    ☐ Can send communications
    ☐ Can moderate comments
☐ Can delete learners massively

Statistics
☐ Can view reports

Administration
☐ Can create managers
☐ Can manage publishers

Coaching Add-On
☐ Can be a coach in the Coaching add-on
☐ Can manage the Expertise repository

THE STATISTICS

Regarding mobile learning, which statistics would be relevant according to you?
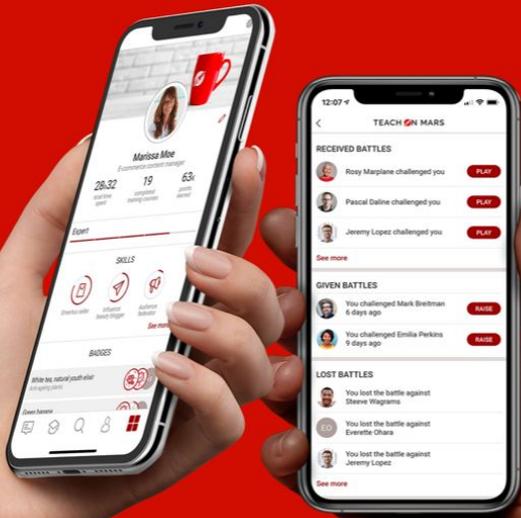
THE STATISTICS - RECAP

KEY INDICATORS → WHAT'S HAPPENING IN MY MISSION CENTER?

1. **The penetration rate** = How many learners have started or completed at least one training course?

2. **Key figures** (average time spent/learner, learners in training…)

Filters per category, TC, activities and dates

TRAINING COURSE → WHAT'S HAPPENING FOR THIS SPECIFIC TRAINING COURSE?

Overview with all the TC : reports and ranking

1. **Key indicators**

2. **Learning analytics** (average training course or module progress, average score, certification rate)

3. **Ranking**

4. **Individual reports**

THE STATISTICS - RECAP

LEARNER → WHAT'S HAPPENING FOR MY LEARNERS?

1. **For a specific learner: learner stats, training course list (on/off)**
2. **For all the learners**: ranking

COMMUNICATION → WHAT'S HAPPENING FOR THE WALL COMMUNICATION?

1. **Wall reporting (likes, share, bookmark / communication)**
2. **Ranking** (active learners…)

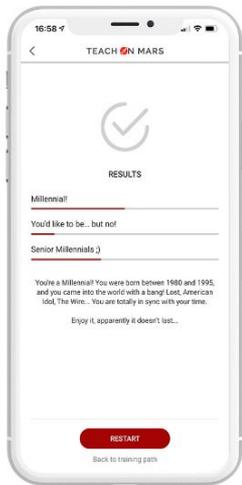# EX.3 - THE STATISTICS

1. How many learners have started at least one TC?
2. How many "likes" have the "Ciao article" received over the last 12 months?
3. How many training courses have never been published?
4. How many training courses has learner "Academy" completed?

THE ELPA MODEL

Competency level

ENGAGE

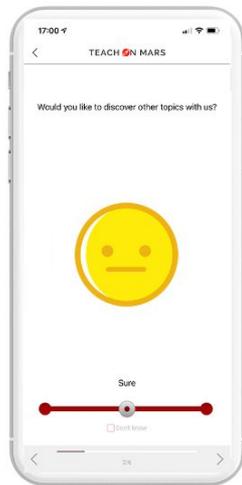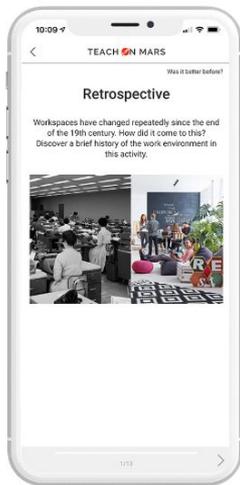LEARN

PRACTICE

APPLY

Time
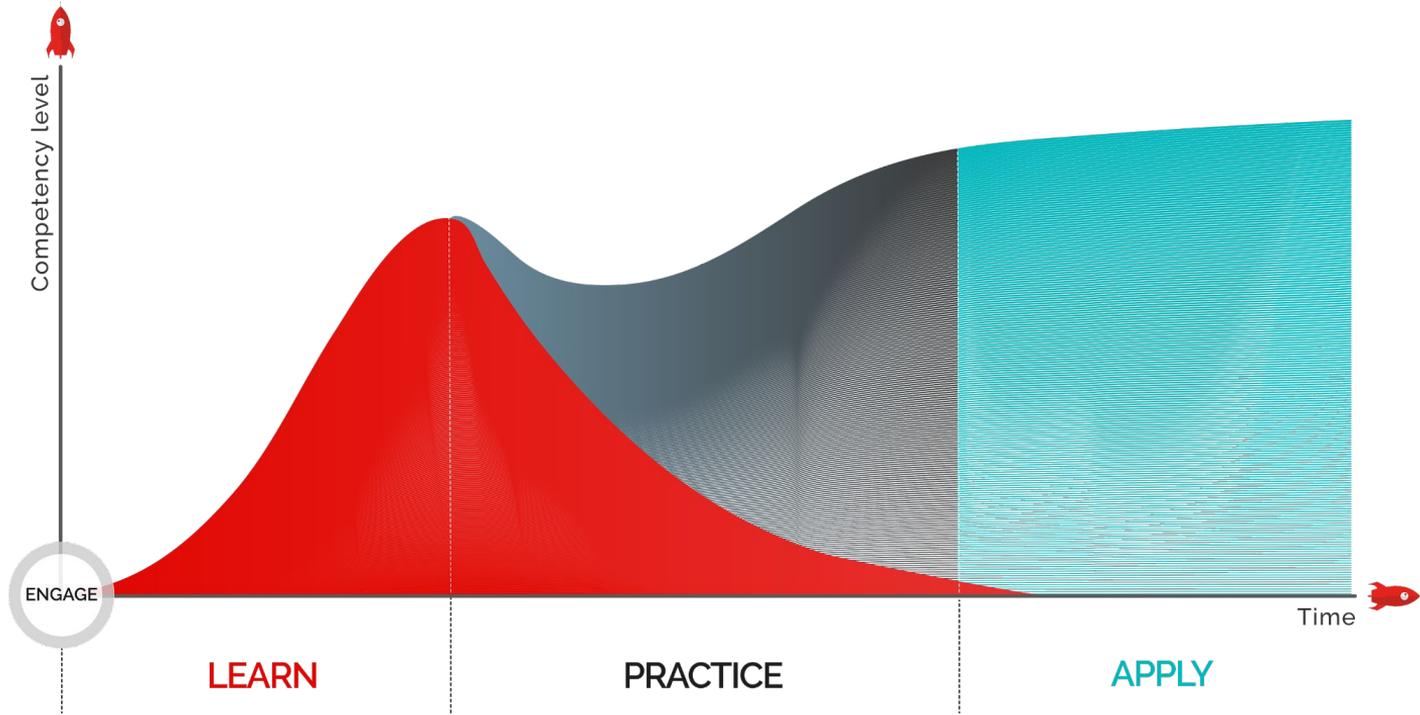
THE ACTIVITIES 1/3

Profiling
Assessment-style questionnaire activity to identify learners' profiles. Then use the results to recommend training courses if you wish.

Survey
Questionnaire used to capture learner feedback. Features both sliding-scale rating questions and open, free-text response questions.

Mobile Course
Your go-to activity for effective information transmission. 4 card types and easy integration of media files, quotations and links to other mobile learning resources.
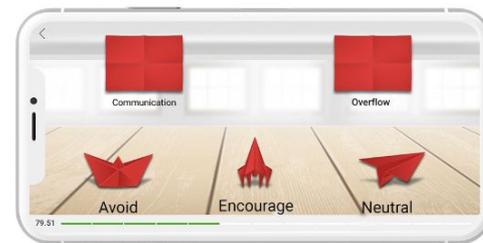
Multi Quiz
The Multiquiz offers a series of questions with more than one right answer, where you can add text and images.

Ready to test all the activities ?
Let's connect to the Teach on Mars app by using this QR Code

Sushi-Game
Flip your phone on its side and sort the horizontally scrolling items into cat egories with this association/retention game.
Loads of scope for graphical customisation.

THE ACTIVITIES 2/3

Fill the gap

Zero in on new concepts and key language with this "missing word" game. Learners fill the blank in every question by selecting one of three options.

Pick a word

Multiple-choice, multiple-answer game that promotes new knowledge retention. Hit all the correct answers
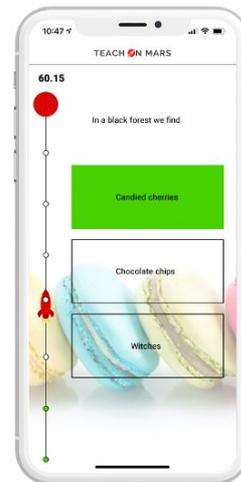
Wordspool

Dynamic learn-by-association game - work against the clock to place each key concept in the right category (there can be 2, 3 or 4).
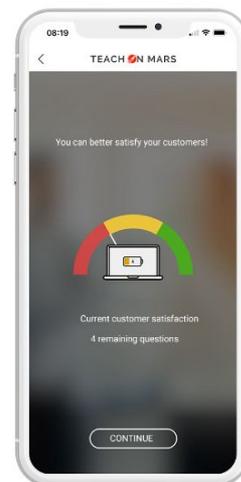
Challenge

Timed and scored quiz that incorporates a "Correction" mode lets learners see where they went wrong.
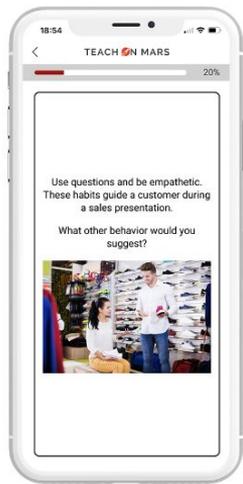
Quiz Game

Beat the clock to reach the right-answer goal. Available in Solo and frenetic Duel mode. Perfect for battle-style challenges and prize competitions.
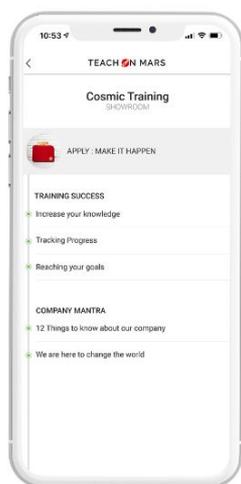
Training Game

Mini-simulation role play where learners must choose one of three options – correct, neutral and wrong – to build their overall performance score.

THE ACTIVITIES 3/3

Flash Game
Self-directed revision activity withdouble-sided flash cards.
Not quite comfortable with the content yet?
Then swipe left and it will comeback for another chance!
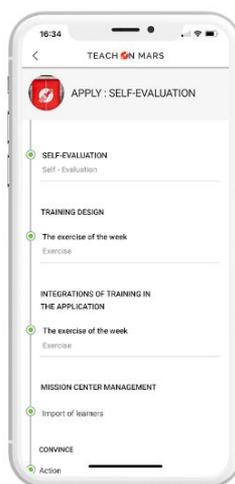
Toolbox
Easy-access set of memo cards where learners can find a summary of all the key points of your training course. For use during and after the training.

Web-content
Even more scope for sophisticated instructional design. Check the Help Center for a full list of compatible third-party tools.

Self-evaluation/Exercices
Assess the level of the learner's knowledge with a self-evaluation quiz and give him on-the-job learning exercices to transform that knowledge into behaviours!

Weblink
Build depth and variety into your learning path by adding a link to any web-based resource.

Scramble Game
Anchor activity, reorder the displayed letters or words to compose the right answer.

PEDAGOGY - BARTLE PLAYER TAXONOMY

Achievers are all about accomplishment. They love collecting points, concretely measuring their progress and reaching new heights even if it takes some efforts.

💡 *badges, locked modules, congratulations, final certification.*

Socializers get enjoyment out of interactions with others. They see games as an opportunity to share information and experience new situations with their peers.

💡 *battle quiz, wall, comment.*

Achiever	**Explorer**
Socializer	**Killer**

Explorers are passionate about wandering around, discovering hidden secrets and looking for new areas to explore. For them, discovery is the prize.

💡 *Toolbox, deeplink, access code, QR code.*

Killers are highly competitive: they like to win battles and challenges by beating others. Watch out: they need to be in control of the game.

💡 *ranking, increase the level of difficulty, applause clear rounds.*

LIST OF SOME FEATURES WE'VE JUST SEEN

Social learning:
- ● enable ranking
- ● enable comment on your TC
- ● activate the duel mode

"Rewards":
- ● activate the badges
- ● create a certification

Hide/Block some content:
- ● Toolbox
- ● Lock the modules (code, QR code, time)
- ● Deeplink

EX. 4 - COMMUNICATION

You've just published a training course called "The Italian cuisine".

Create an article:
- *add a title about the launch using the $(first name)*
- *a short description*
- *an image*
- *a link to your training course*

Add it on the wall sliders.
Allow likes and comments.

Don't forget to save it!

TOM UNIVERSE

CSM Kick Off   App delivery   Kick-off meeting   Project check-in   Steering committee   App updates

LEARNING EXPERIENCE   Onboarding   Workshops & coaching   The Fablab

HELP DESK   Help Center & Community   Submit a request

PRODUCT   Submit an idea and vote on the feedback platform   Join our pour explorer client and discover new features

COMPLETE YOUR DIGITAL ONBOARDING

- You have now access to the training course "**Academy Tool Box**" where you'll find all the useful contacts. To access it, scan the QR code on the right or enter the following code: **YSE6**

- Last step: we strongly recommend that you **complete your digital onboarding** in order to be certified and have an efficient use of our solution:
  - I create my training courses
  - I manage my community
  - I manage the Mission Center

1
Download the app

Finish the training course: *All Aboard*

2
In-app

3
In-app
Sign-up for both training sessions

Attend both training sessions

4
Synchronous

5
In-app
Take the certifications, access the Fablab, toolbox etc

GIVE US YOUR FEEDBACK

Because **your feedback is very valuable** and helps us **improve** the onboarding sessions, could you please take 5 minutes to **fill in this form**?

→ **Form** ←
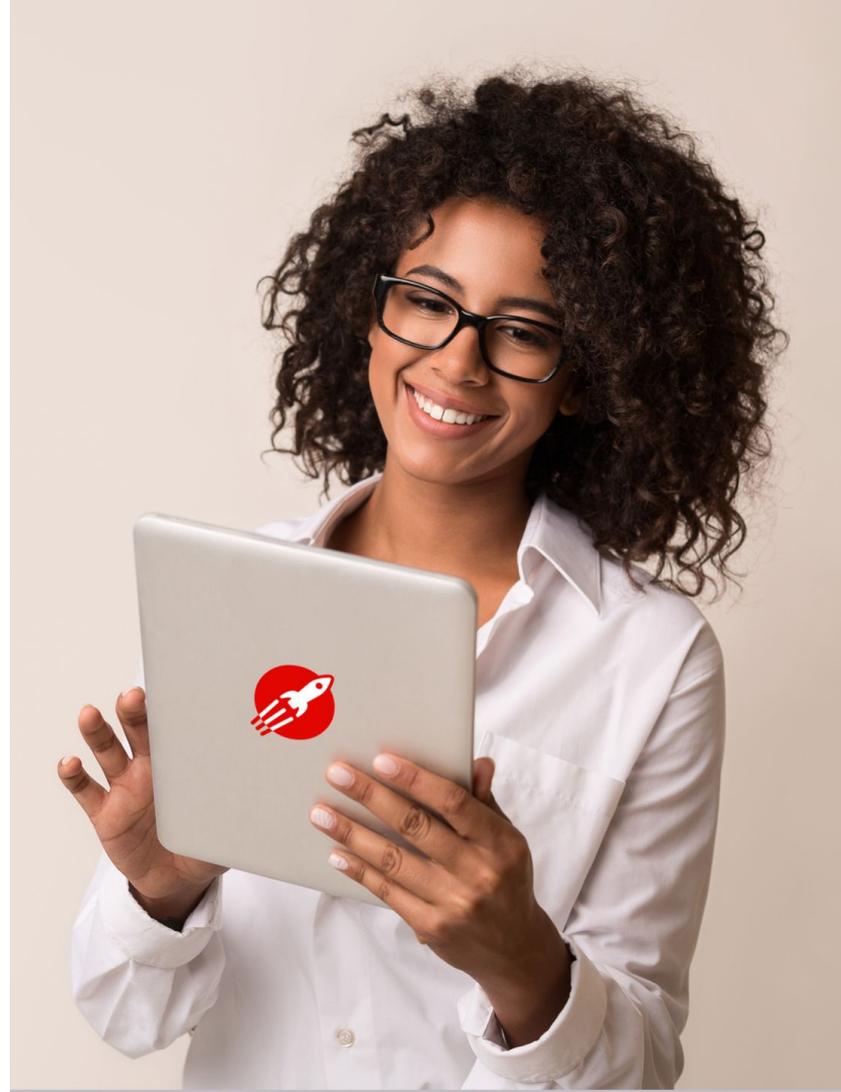
TEACH ON MARS

More learning moments. Better future.