

## **Tips After Training: How to Apply Learning to Your Job**

### **Advanced Learning**

Extend your learning – meet with a group to discuss what you learned and discuss how it applies to your work.

### **Contract with the Boss**

Present your supervisor with a plan for how you will implement the skills you learned and ask for his or her support.

### **Form a “Maintenance Crew”**

Join with one or two people from the training to form a “maintenance crew.” Meet monthly over lunch to discuss and practice the skills, and give each other feedback and coaching.

### **Agenda and Reminders**

Post material from the training in your workspace, and use your calendar to remind yourself to practice and discuss the skills.

*Adapted from “Changing Behavior After Training” by Kerry Patterson, Crucial Skills Newsletter 8.20, May 19, 2010.*