

# Apprenticeships and Technology: Introducing a Digital Version of Structured On-the-Job Training

A network diagram consisting of a central grid of lines with various circular icons connected to it. The icons include a laptop, a microscope, a smartphone, a wrench, a screwdriver, a hard hat, a Wi-Fi symbol, a flask, a gear, and a circuit board. The background is yellow with faint gear patterns.

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## Description

Apprenticeship programs between cooperating training institutions and employers have become even more important than ever before.

Apprenticeship programs blend classroom instruction in a training institution and on-the-job training in an employer setting. The relationship between training institutions and employers is key for trainee success, but difficult to manage.

This session re-introduces structured on-the-job training (S-OJT), proven the most beneficial way of delivering on-the-job training. The session also introduces recent advances in using S-OJT, through a digital platform called SiTUATE.

In fact, such digital platforms can provide an effective meeting point between training institutions and employers.

## Session Goals

By the conclusion of the session, participants should

- a. Discuss keys for successful cooperative apprenticeship programs
- b. Describe what is meant by structured on-the-job training (S-OJT)
  - a. Describe SiTUATE – the digital version of S-OJT
  - b. Discuss the implications of moving towards a digital platform for S-OJT

## Introduction – Trends

- New work designs - WFH
- Technology
- Climate Change
- Demographic Shifts
- Urbanization
- Globalization

## How Trends Impact Work

- Fastest growing jobs can be done remotely
- 84 percent of employers expand remote working
- 150 million new technology jobs in five years
- Digital transformation means opportunity, but . . .
- Delivery of services shifting to digital
- Work will become more knowledge based

**World Economic Forum, February 21, 2021**

# How Do We Meet Needs?

- **Skills development is key to national productivity**
- Focus on skill development AND reskilling
- Identify **WHAT** people need to know and do
- Benefits for skills development in a real context:
  - Reduce time-to-value
  - Increase transfer
- Streamline training processes

# Apprenticeships



- Goals
- Processes
- Outcomes

# Apprenticeships



## Keys for Success

- Program curriculum based on an occupational standard
- Courses based on knowledge and skill requirements from the standard
- Occupational standard adapted to Employer's jobs
- Apprentices receive Training Plan based on job analysis
- Task analysis is conducted on critical tasks
- Apprentice receives formal training based on tasks
- Apprentice completes Training Plan and receives endorsement



# Apprenticeships



**Employers**

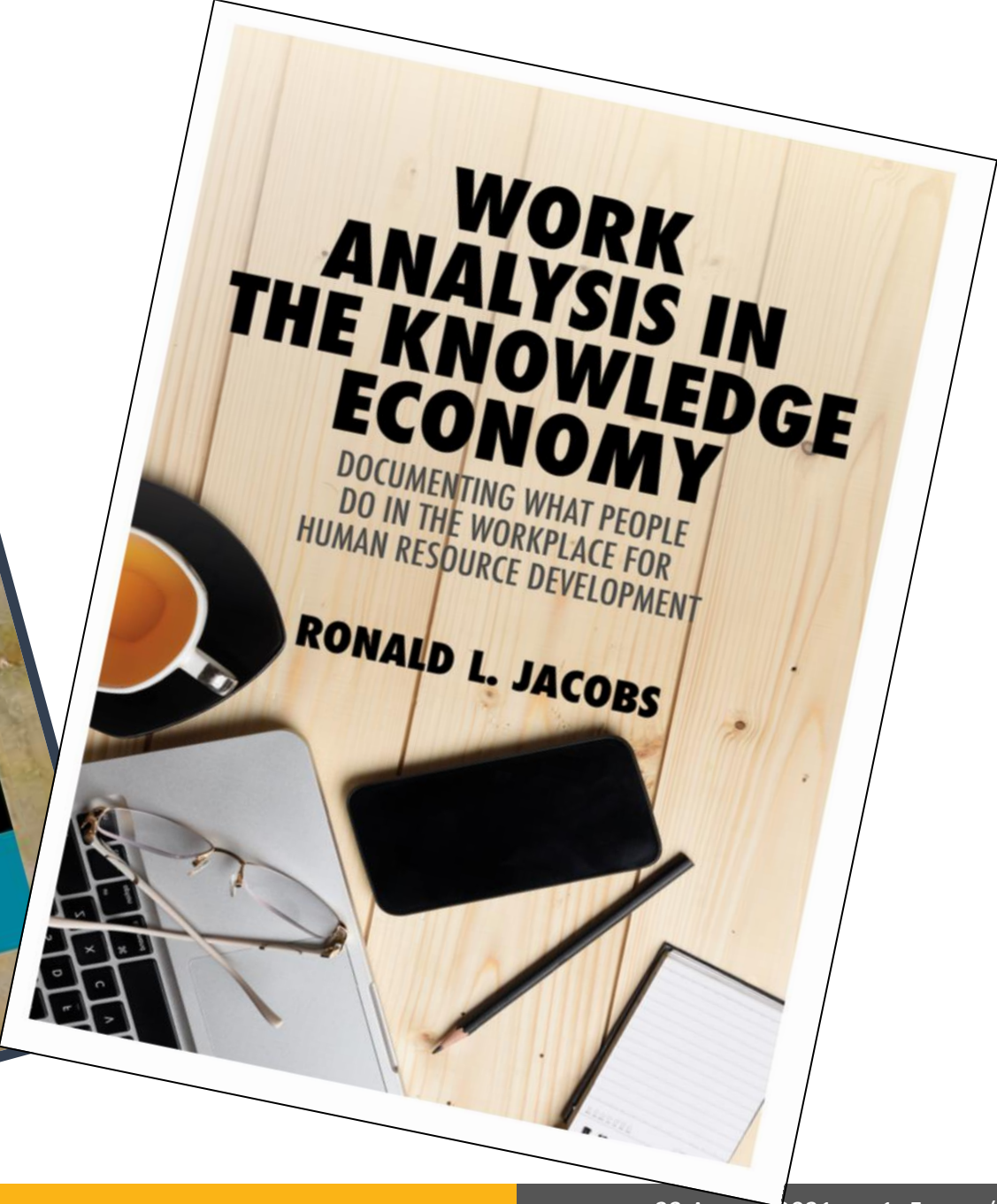
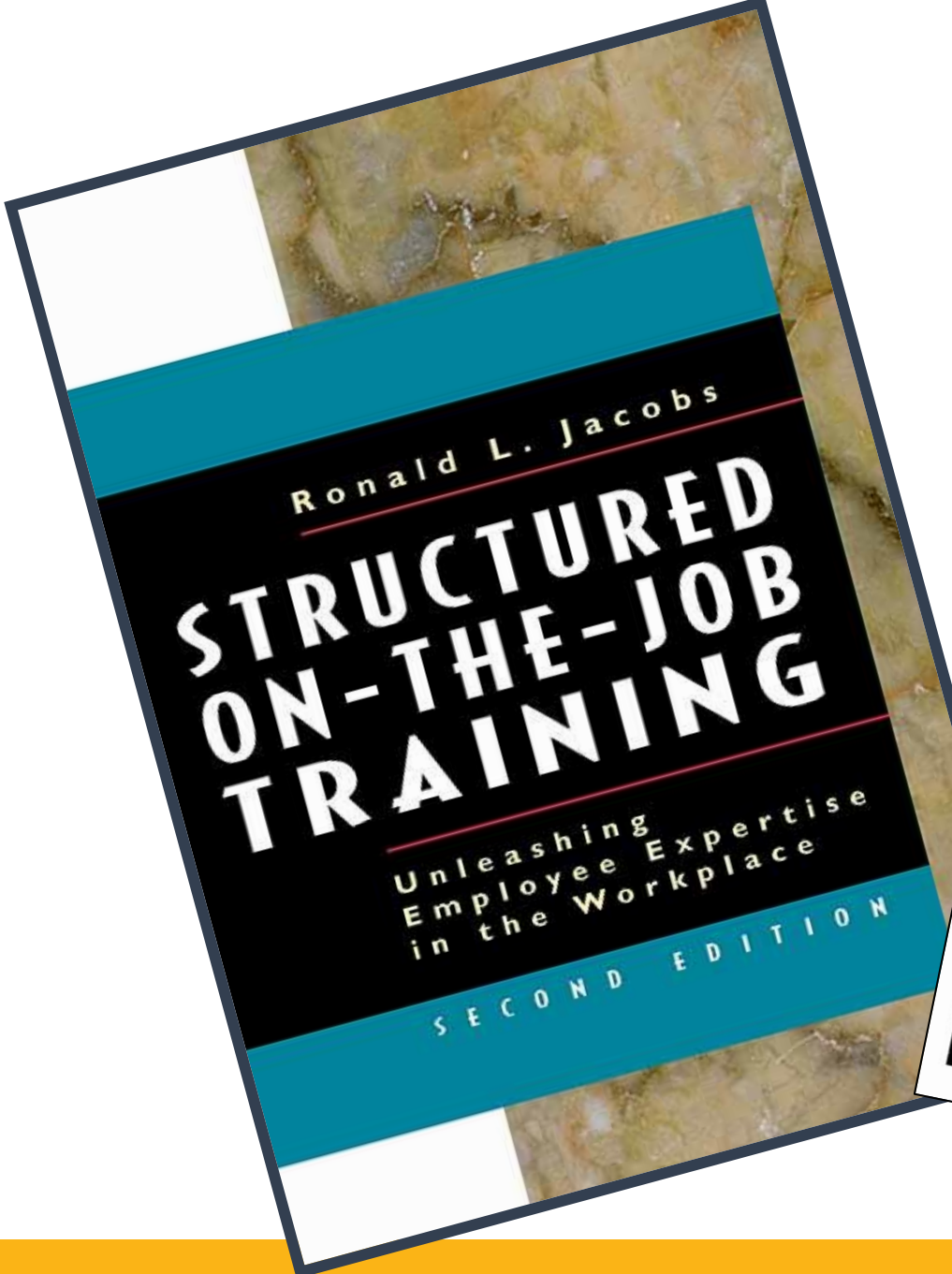
**Training  
Institutions**

- Program curriculum **may be** based on an occupational standard
- Courses **not likely** based on knowledge and skill requirements from the standard
- Occupational standard **seldom** adapted to Employer's jobs
- Apprentices **unlikely to receive a** Training Plan based on job analysis
- Task analysis **seldom** conducted on critical tasks
- Apprentice **unlikely to** receive formal training on the tasks
- Apprentice **uncertain what has been accomplished at the end**

**Reality**

# Structured On-the-Job Training

- Traditional on-the-job training makes sense, but is unpredictable and unreliable
- Structured on-the-job training (S-OJT) is different – it's planned
- Research demonstrates greater training efficiency and effectiveness
- Best when match between learning and doing



## Structured On-the-Job Training

The planned process of having an experienced employee train a novice employee on a unit of work in the actual work setting or a setting that resembles the work setting.

# Structured On-the-Job Training

## Key Features

### Planned Process

- Design process
- Delivery steps
- Change process

### Experienced Employee

- Knows the task
- Qualified trainer

### Novice Employee

- Right person
- Right time
- Right content

### Unit of Work

- Units of work
- Training Module

### Work Setting

- Same location
- Similar location

# Structured On-the-Job Training

- **Training Efficiency**

Does one training approach achieve training outcomes faster, and is the cost less than the value of the training outcomes?

- **Training Effectiveness**

Does one training approach result in superior work outcomes, and is the training cost less than the value of the work outcomes?

# Structured On-the-Job Training

Companies

National Agencies

Apprenticeship  
Programs

Non-Governmental  
Organizations

- Match between training and work outcomes
- Training content based on job and task analysis
- Range of jobs, types of work, work locations
- Prerequisites learned elsewhere, but drawn from task
- Measurable impacts

# SiTUATE – Digital Version of S-OJT

- S-OJT key points
- Seamless S-OJT process
- Flexible delivery – virtual or in-person
- Make it easier, without changing the result
- Value-added components





**SITUATE**

<https://www.situate-training.com>

# The Digital Version of Structured On-the-job Training (S-OJT™)

The Most Effective and Efficient Training Approach - Proven through 40 Years of Research and Practice

<https://www.youtube.com/channel/UCVOckGzy76fEDTRPPyqkg-Q>



### Training Schedule Details

Description	Location
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### Resource Library

- [Job Analysis - Learn More](#)
- [Skills Gap Analysis Final Report](#)

### SiTUATE Announcements

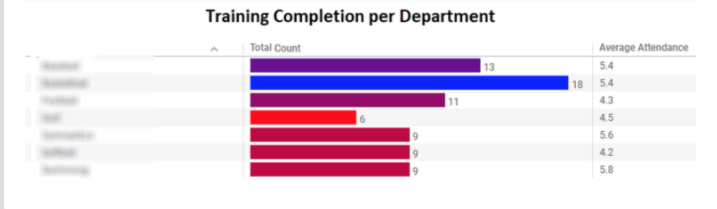
*All SiTUATE customers will have the ability to completely customize their dashboards. You can have at-a-glance metrics and KPIs at your fingertips.*

### Find a Trainee

#### ALPHA LOOKUP

- [Advanced Search](#)
- [All Trainees](#)

### Key Metrics



## SiTUATE – Digital Version of S-OJT

- **Analyze Work** – Job Analysis, Task Analysis, Skills Gap Analysis, Occupational Analysis
- **Training Guides** – Trainer, Trainee, Onboarding, S-OJT Train-the-Trainer Module
- **Training + Meetings** – Schedule and Conduct S-OJT, Schedule and Conduct Analysis
- **Trainers + Trainees** – Manage Trainers, Manage Trainees
- **Evaluation + Reports** - Training Evaluation, Training Audit

# Final Comments



- Based on occupational standard and job analysis
- Brings together employers and schools to plan
- Provides a training plan for students
- Provides a training methodology for employers to use
- Provides accountability for the learning experience

# Comments and Questions





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**Pilot Projects Now Being Organized**

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**Thank you!**