

KSAO Project

Knowledge, Skills, Abilities & Other Characteristics:

Framework for Training within a Non-profit Organization

Supplemental framework to the KSAO Project Manual.

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Purpose

The purpose of the KSAO project is to develop a standardized process for Trainers to use when developing curricula that clearly outlines Knowledge, Skills, Abilities and Other behaviors (“KSAOs”) in curricula development, implementation and assessment.



KSAO Project Elements

The KSAO Project includes elements of the following graduate-level courses:

- 1. Curriculum Development**
- 2. Adult Learning Theory**
- 3. Program Evaluation and Instruction**
- 4. Instructional Design**

WITHOUT all of the “theory,” just the practical; HOWEVER, if you are interested in pursuing a more theoretical framework, we can develop this within your **PTP** (personalized training plan)

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Resources

The following texts are sourced for this project:

1. *Training & Development: Communicating for Success.* Beebe, Steven A.; Mottet, Timothy P.; Roach, K. David
2. *Made to Stick.* Heath, Chip; Heath, Dan
3. *E-learning Fundamentals.* Elkins, Diane; Pinder, Desiree
4. *Design for How People Learn.* Dirksen, Julie
5. *Practical Research: Planning and Design.* Leedy, Paul; Ellis-Ormrod, Jeanne

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How to Use this Presentation

This presentation is designed as a supplement for the KSAO Project Manual. The Manual has eleven chapters as well as several supporting documents located in the Appendix (in the back).

This presentation is designed with modules that support the Manual and can be used for self-directed study or for asynchronous or synchronous, virtual or in-person group work.

Completing the KSAO Project will vary, pending on the experience level of trainers.

It is **HIGHLY** recommended that trainers read the corresponding chapters in the Manual **BEFORE** accessing the presentation.

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Matching Modules with the Manual

Module	Chapter/s	Topic
1	1, 2 , & 3	<i>Introduction</i>
2	4	<i>Establishing KSAOs</i>
3	5 & 6	<i>Producing Learning Objectives with KSAO Verbs</i>
4	7 & 8	<i>Building a Process & Measuring Learning</i>
5	9	<i>Collecting Data</i>
6	10	<i>Developing Effective Curricula</i>
7	11	<i>Creating Virtual Engagement & Active Learning</i>
8	Conclusion	<i>Diversity & Inclusion</i>