



Choosing Immediate, Pilot, or Phased Implementation

Overview

This tool provides an overview of three common implementation processes for trying out new learning technologies:

- Immediate implementation: Discover when a rapid, full-scale rollout is suitable.
- Pilot implementation: Learn how to mitigate risk and gather valuable feedback with a pilot program.
- Phased implementation: Explore the benefits of a controlled, staged rollout for complex technologies.

What Are the Approaches?

Review this table to understand the different implementation processes, their strengths, and potential drawbacks.

Table 1: Implementation approach details

Process	Description	Best For	Pros	Cons
Immediate Implementation	Technology is rolled out to all users at once.	<ul style="list-style-type: none"> • Proven technologies • Simple implementations • Urgent need 	<ul style="list-style-type: none"> • It is fast. • It is efficient. 	<ul style="list-style-type: none"> • It increases the risk of failure.

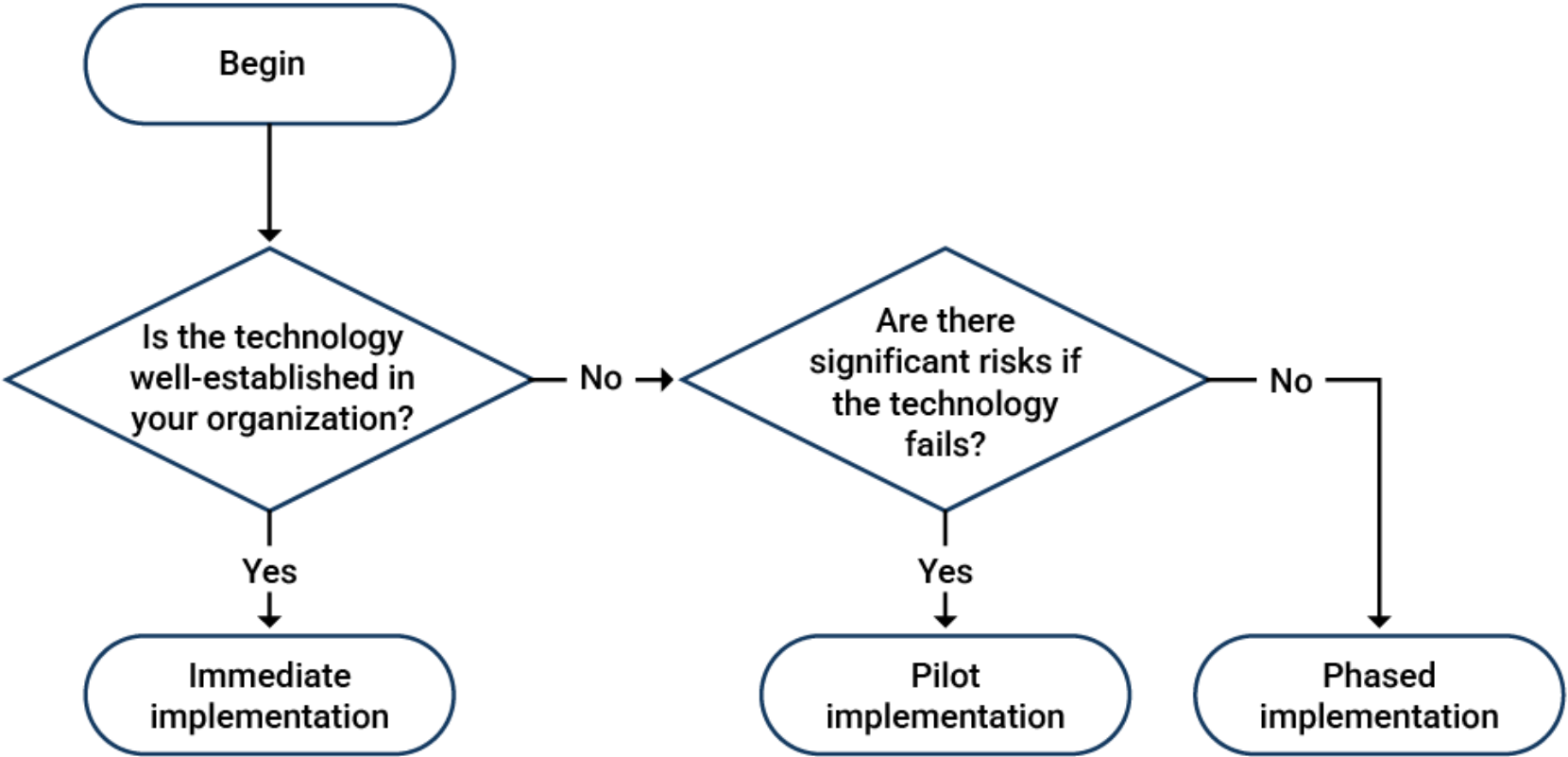


Process	Description	Best For	Pros	Cons
<p>Pilot Implementation</p>	<p>Technology is tested with a small, representative group before full rollout.</p>	<ul style="list-style-type: none"> • New technologies • Complex implementations • Situations with uncertainty about suitability 	<ul style="list-style-type: none"> • It is lower risk. • It allows for feedback and adjustments. 	<ul style="list-style-type: none"> • It takes more time. • It requires additional planning.
<p>Phased Implementation</p>	<p>Technology is rolled out gradually in stages with evaluation milestones after each.</p>	<ul style="list-style-type: none"> • Large-scale implementations • Complex technologies • Situations where you need to gather data during rollout 	<ul style="list-style-type: none"> • It provides control. • It allows for course correction. 	<ul style="list-style-type: none"> • It can be time-consuming. • It can be resource intensive.

How Do I Decide?

Consider familiarity with the technology and level of risk to guide your decision-making process.

Figure 1: Decision flow: tech familiarity and risk considerations





What Else Should I Be Considering?

Carefully consider these factors as they may further influence your choice of implementation process.

Table 2: Additional considerations, questions, and impact

Consideration	Useful Questions	Impact
Resource Availability	<ul style="list-style-type: none"> Do you have the necessary time, budget, and personnel to manage a pilot or a phased rollout? 	These processes often require more upfront planning and resources than an immediate implementation.
Complexity of Technology	<ul style="list-style-type: none"> How difficult will the technology be to implement from a technical standpoint? How easy will it be for users to learn and adopt? 	Complex technologies might benefit from a more gradual rollout.
Urgency of Need	<ul style="list-style-type: none"> How quickly do you need the technology to be fully operational? 	If the need is urgent, an immediate rollout might be necessary.
Organizational Culture	<ul style="list-style-type: none"> Does your company typically embrace large-scale changes, or is a more cautious, incremental approach preferred? 	Consider your organization's risk tolerance and change management practices.

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