

New Learning Tools

by Sacha Cohen

NETWORK MULTIMEDIA TRAINING

The network version of the SmartTrainer line of multimedia training products uses scaleable multimedia technology and allows the trainer to tailor the level of multimedia delivered.

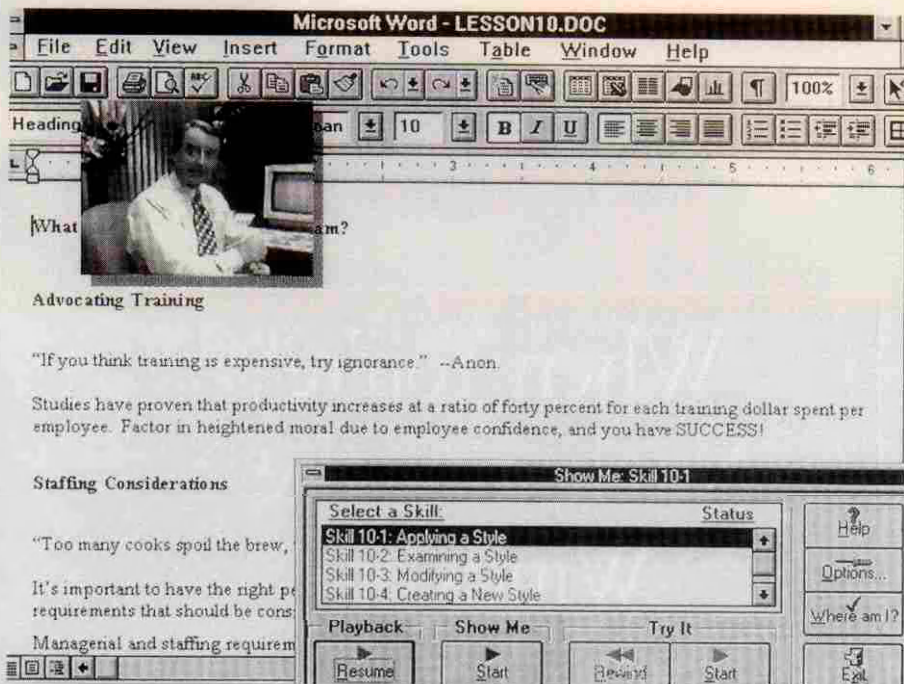
This version of SmartTrainer enables up to 20 concurrent users to access the training program.

The product provides just-in-time, interactive training delivered to the desktop via a computer network.

Trainees can be working in Microsoft Word or Excel and jump immediately to the training program by clicking on an item listed on the Help menu. The course components include

- ▶ an instructional CD-ROM
- ▶ a student workbook and practice disk
- ▶ a skills test to measure learning retention.

Student workbooks include additional exercises at the end of each lesson



son to reinforce skill development.

For more information about SmartTrainer products, contact Anderson

Soft-Teach, Los Gatos, California at 800/338-4336.

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CLEAR FOCUS



Put your presentation into focus with Sharp's XV-H37UP LCD video projector. This mid-range

projector features an optic design that enables the unit to project crisp, clear large-screen images. Transistors on the LCD panels have been miniaturized to leave more room for light to pass through each pixel. This feature combines with improved optics and more than three times the number of pixel elements to enhance image clarity.

Other features include:

- ▶ three 3-inch active matrix LCD panels
- ▶ a built-in, scan-line doubler for sharper images
- ▶ a replaceable 250-watt metal halide lamp
- ▶ motorized zoom focus lens.

The XV-H37UP costs \$4,695. For more information, contact Sharp Elec-

tronics Corporation, Mahwah, New Jersey, at 800/BESHARP.

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LEAVE THE LIGHTS ON

A self-contained projector from nVIEW uses Digital Light Processing (DLP) technology to allow presentations with the lights on. Because of the projector's image uniformity, the projected image can be viewed at almost any angle without distortion. A built-in, long-range remote control features wireless, infrared control to ranges of 50 feet for interactive computer mouse control and interactive switching from Mac, PCs, and videos.

The projector connects up to four input sources (two computer, two video) for multimedia presentations and uses a reversible cable that is compatible with both Macintosh and PC-based systems. In addition, two on-board, high-fidelity speakers provide audio and users have the option

of plugging up to four external speakers into its stereo input ports.

A carrying case holds the projector and its accessories and meets airline size requirements for carry-on storage. The carrying case also has a built-in handle and wheels for easier traveling.

For more information, contact nVIEW, Newport News, Virginia, at 800/736-8439.

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BEYOND SEXUAL HARASSMENT

"Beyond Sexual Harassment: Other Forms of Harassment and Discrimination" is a video that shows managers and employees how to identify and prevent infractions involving race, age, religion, gender, and other not-so-obvious forms of discrimination.

Viewers can explore these issues by watching simulated interactions in a non-threatening environment. Trainers may consider the following how-to training points when im-

plementing this video:

- ▶ Identify behavior that can be considered harassment.
- ▶ Understand the negative effects that harassment has on people.
- ▶ Examine personal feelings about harassment.
- ▶ Promote the concept that any type of harassment is discrimination and will not be tolerated.
- ▶ Follow through on your organization's anti-harassment policies and procedures.

The video runs for 15 minutes and costs \$595. It is available for preview at \$40. For more information, contact American Media Inc., West Des Moines, Iowa at 800/262-2557 or e-mail: AMI@ammedia.com.

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COME ON GET HAPPY

What's the secret to employee job satisfaction? Well, there may not be a simple answer, but the Job Satisfac-

tion Challenge process purportedly helps to measure, maintain, and improve job satisfaction. The tool includes questionnaires, employee manuals, and a facilitator handbook.

To get started, all employees in an organization fill out a one-page JSC questionnaire every two months. One or more in-house facilitators compile the data and written comments, then results are shared with the entire organization or specific divisions. The results are used to evaluate the overall level of employee job satisfaction.

The facilitator's guide includes instructions, guidelines, recommendations for introducing the program into the workplace, suggestions for customization of the questionnaire, and a diskette with computer files to process the data.

The developers of this program say that it can identify ways to improve employee happiness and can be the catalyst for positive change in any business.

For more information, contact

PRC-EMI, Helena, Montana, at 800/603-3269.

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PORTABLE FLIPCHART

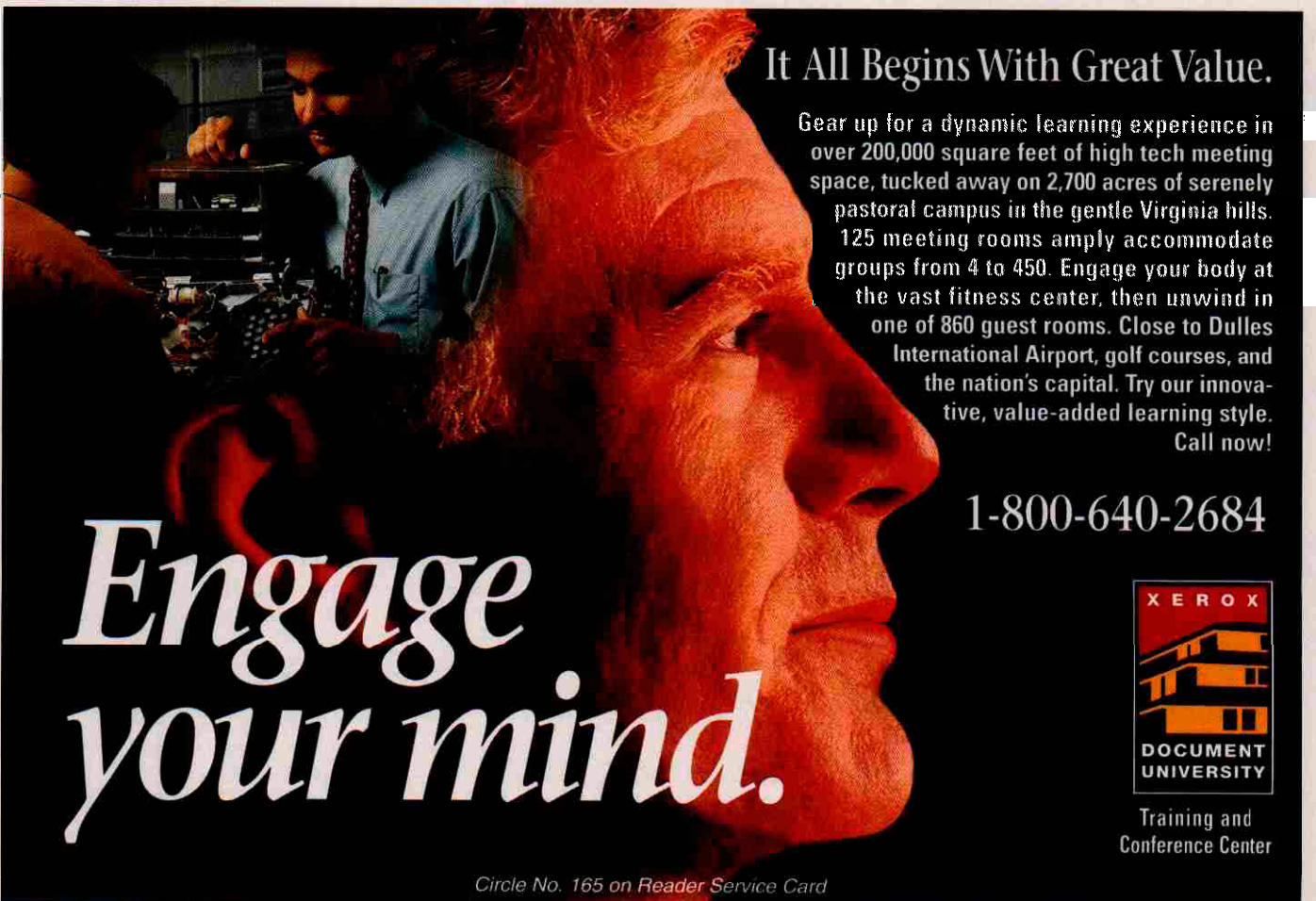
ChartScan allows you to transmit an electronic version of flipchart pages directly to a computer printer. This way, your audience can spend time concentrating on the presentation without worrying about copying information.

The process is simple. First, select the quantity of copies you need, then feed the flipchart pages into ChartScan. This product copies and reduces each page to letter size.

You can also download flipchart information into an IBM-compatible computer via the RS-232 serial port and then transmit the flipchart information anywhere in the world.

For further information, contact Quartet Manufacturing, Skokie, Illinois, at 800/227-1943.

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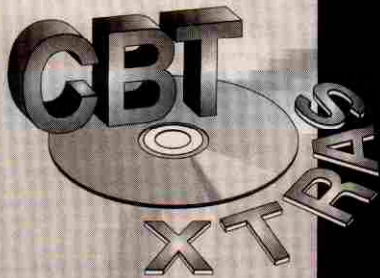
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Lite Tools

POST-IT PLUS

Imagine Post-It notes, only bigger. That's the concept behind VIS-It Notes from Vision Works. These colorful hexagonal stickers can be used to improve productivity and increase group involvement while brainstorming, training, problem-solving, and planning. The product is made with 3M paper and two vertical strips of adhesive to allow for ease of movement.

Different colored shapes enhance clarity when linking one idea to another. In addition, the product can be moved around, making it more flexible than a flipchart.

For more information, contact Vision Works, Minneapolis, Minnesota at 612/926-7991; e-mail: visnetworks@aol.com.

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health insurance expenses.

A one-year subscription to Shift-Work Alert is \$477 in the U.S. and \$557 outside North America. For more information, contact Circadian Information, Cambridge, Massachusetts, at 617/661-2577, or e-mail: info@shiftwork.com.

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CBT XTRAS

CBTextras, a collection of background graphics, clipart, and navigation buttons is available from Oakes Interactive. Designed for CBT developers, this product ships on a single CD-ROM and contains a glossary, and exercise and lesson screens with matching buttons.

Many of the 150 background graphics contain embedded PhotoDisc images. Each graphic is presented in Indeo digital video palette.

CBTextras is \$199 and is included free with the purchase of IconAuthor, Free for Windows, or Authorware.

For more information, contact Oakes Interactive, Newton, Massachusetts, at 617/332-0130, e-mail: oakes@usa1.com.

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AUTHORING SERVICE

Trainers now can have questionnaires, quizzes, tests, and surveys marked and analyzed electronically by Presence Corporation's authoring service.

Users fax their questions to the company, where they are analyzed, put on a floppy disk, and returned in a few days. Questions can be administered on individual computers, local area networks, or the Internet.

The service costs \$20 per question with a minimum charge of \$500. Users of the service must own or purchase the company's Question Mark for Windows software to run the questions and process the answers.

For more information, contact Presence Corporation, Stamford, Connecticut, at 800/863-3950 or e-mail: info@questionmark.com. Internet users can visit the company's Web page at <http://www.questionmark.com/>.

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SHIFTWORK NEWSLETTER

Steve Mardon, editor of Shiftwork Alert, says that the newsletter's goal is to improve the health, safety, and performance of shiftworkers. Included in the premier issue are news briefs, analysis, and case studies concerning shiftwork.

The following illustrate the importance of this issue for American businesses:

▶ More than 21 million Americans are shiftworkers and more than half of them fall asleep on the job each week.

▶ Shiftworkers on rotating shifts have a 51 percent higher risk of heart attacks.

▶ Fatigue in the workplace reportedly costs American industry more than \$70 billion a year in lost productivity, industrial accidents, and increased

VROOM!

According to Amacom, *Vroom! Turbo-Charged Team Building* by Michael Shandler and Michael Egan, puts a refreshing spin on team building.

This is a business- and comic book all-in-one. The star of the book is Harry Black, a meek manager at Electromotion, Inc., an imaginary company. Under pressure from his boss, Harry develops excellent communication, delegation, and management powers and turns a reluctant group into a dynamic team.

Readers can learn

- ▶ how each team member must take 100 percent self-responsibility
- ▶ how to create a vision and goals
- ▶ how to give and receive feedback
- ▶ how to run an effective meeting
- ▶ how to determine which factors are critical to the success of the team's main goal.

The 160-page paperback costs \$14.95. For information contact

Amacom, New York, New York, at 800/250-5308.

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POCKET-SIZED SCAN CONVERTER

Focus Enhancements, Inc., offers the PC Micro Presenter, a pocket-sized scan converter. It permits computer images from a PC-compatible computer to be displayed on any size TV. It can also be used to record computer-



generated presentations on videotape.

The scan converter features four microtouch buttons so the user can manipulate the position of the computer image on the TV screen.

The product supports up to 16.7 million colors (24 bit), connects to a computer's video port, and is compatible with any PC with VGA or video capability. The cost is \$149, including the power supply and cables.

For more information, contact Focus Enhancements, Woburn, Massachusetts, at 617/938-8088.

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ROADMAP FOR PERFORMANCE

An interactive CD-ROM from Protenial promises to heighten organizational performance levels.

The company's Roadmap CD-ROM focuses on "timely feedback that clearly sets expectations and measures tangible results."

It All Begins With Great Value.

Imagine the amenities and technology of a world-class learning facility, nestled on a secluded campus in the tranquil Virginia countryside. 2,700 acres and over 200,000 square feet of meeting space for groups of 4 or 450. Put your mind to work in 125 meeting rooms or work your body at the vast fitness center. Relax in one of 860 guest rooms. Just minutes from Dulles International Airport, the nation's capital, and golf courses. Experience our unique and budget friendly approach to learning. Call today!

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By using the Roadmap process, the company says that your organization can attain

- ▶ organization-wide alignment
- ▶ viable, well-communicated expectations
- ▶ accurate, timely measurement and feedback
- ▶ a more positive work environment.

For more information contact Potential, Indianapolis, Indiana, at 800/362-6851, or visit the company's Internet home page at <http://www.potential.com>.

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CD-ROM TRAINING

The first disc in the Coping with Organizational Change series from CD Solutions, Inc., is called "Workshop in Conflict Solutions."

Key features of the workshop include eight interactive exercises and 12 role playing exercises. More than one and a half hours of tutorials and exercises let users set their own pace.

Sample sections include

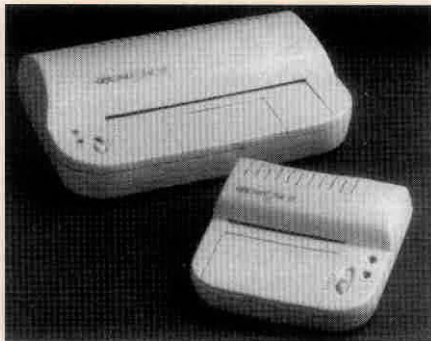
- ▶ background: exploring conflict
- ▶ setting the scene: sources of organizational conflict, value inventory, dyadic sharing, perception as an information process concept, and conflict positions
- ▶ tactics: six techniques for resolving conflict
- ▶ finding the Common Ground: integrative solutions, contentious behavior.

The CD-ROM series runs on Windows, Windows 95, and Macintosh platforms. The single user price is \$155. For more information, contact CD Solutions, Framingham, Massachusetts, at 508/879-0006; e-mail: info@cdsolutions.com.

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LARGE DOCUMENT LAMINATOR

General Binding Corporation offers the DocuSeal 90 laminator. It can laminate documents up to nine inches wide and has pre-set temperatures for 3 mm and 5 mm thickness. The company says it's ideal for laminating letters, legal size documents, certificates, signs, and other large documents.



Features include:

- ▶ a contemporary design with a pouch storage compartment
- ▶ a three-position off/warm/run switch that pre-heats the machine and maintains optimum lamination temperature.

For more information, contact GBC, Northbrook, Illinois, at 708/272-3700.

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PERSONNEL TESTS

Hiring competent personnel and evaluating software skills can be tricky. However, with WinValuate and MacValuate, skill evaluation is done directly on a computer. Evaluations take approximately 12 to 15 minutes. No timers, manual scoring, or proctoring are needed. You can test job applicants' software skills before you hire them.

Evaluation modules are available for the following programs: Windows NT and 95, Ami Pro, Microsoft Word, PageMaker, CorelDraw, Harvard Graphics, Freelance Graphics, PowerPoint, Access, FileMaker Pro, Microsoft Excel, Lotus 1-2-3, MacWrite II, WordPerfect, FrameMaker, QuarkXPress, FreeHand, Illustrator, Multimedia Basics, Photoshop, Persuasion, and WingZ.

For more information, contact Wonderlic, Libertyville, Illinois, 800/300-3263.

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THE DIFFICULT GUEST

The Difficult Guest is the sequel to The Guest, a customer service training film produced by Media Partners Corporation, Seattle, Washington.

The sequel begins with a review of the concept introduced by The Guest: customers want to be treated like guests.

The film's host, Ken Sperling, takes the audience on an amusing business trip where he encounters

- ▶ the challenging guest
- ▶ the disappointed guest
- ▶ the disruptive guest.

The program then provides a four-step process for dealing with these challenging customers.

The Difficult Guest training package includes a 23-minute training film, 11 training role plays on another 25-minute cassette, a training manual, a leader's guide, and a trainer's evaluation tool. The purchase price is \$895. One-week rental is \$235 and a preview copy costs \$40.

For more information, contact Excellence in Training Corporation, Des Moines, Iowa, at 800/747-6569.

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MULTIMEDIA PROJECTOR

The TLP-310 LCD data and video projector offers uniform, bright graphic and text projection in a variety of lighting conditions.

The projector fits VCRs, camcorders, and laser discs. It supports NTSC, PAL, SECAM, and NTSC 4.43 video systems, plus it's compatible with PC and Macintosh II computers.

A long zoom lens system enables the presenter to project from a 44-inch diagonal to a 36-foot diagonal on any wall or screen. In addition, an onboard speaker with a 1.5w audio amplifier emits clear stereo sound.

The TCP-310 comes with power cord, VGA and A/V cables, and a Macintosh adapter. It costs \$8,995. For more information contact Toshiba Multimedia Systems, Chicago, Illinois, at 800/344-8446.

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Send press kits and items of interest to "New Learning Tools," Training & Development, 1640 King St., Box 1443, Alexandria, VA 22313-2043.