

# Statewide Training Advisory Network of Delaware

## MAY 2020

### WHAT'S IN THIS ISSUE?

New Direction – Virtual  
Managing Stress/Mental  
Health  
COVID-19 Training  
Resources  
Reminders



Don't worry about paying for it. All links and resources provided in this newsletter are available for free.

# De STAND



Many have experienced numerous new challenges attempting to operate and deliver training in the current restrictions created by the COVID-19 pandemic. The quick and easy response training professionals may hear or be instructed is to “Just do it online.” Switching delivery methods is rarely quick or easy.

A question to answer quickly is what tool to use to when moving in a new direction. From Skype For Business to WebEx to Zoom, having a strong online platform is critical to the successful delivery of your training. First, establishing our familiarity with the platform is necessary. Then there is the familiarity of your participants to consider.

Check out the resources below for more information about those tools.

- **Zoom Security Tips:**  
<https://dti.delaware.gov/state-agencies-portal/business-continuity-resources/zoom-security-tips/>
- **Skype for Business Conferencing User Guide**  
<https://webfiles.dti.delaware.gov/pdfs/conferencing/ConferencingUsersGuideSkype.pdf>
- **Guide to Electronic Meetings and Conference Calls**  
<https://webfiles.dti.delaware.gov/covid/pdfs/Electronic%20Mtgs-Skype-WebEx-State-Emp.pdf>

For state employees, there is also an online training program available in the Delaware Learning Center to help your learners get up to speed on using Skype for Business. Just search Skype for Business to locate the training.



With a platform identified, the next question or task to tackle is how to effectively convert the materials to the new delivery method.

*Vignettes Learning* offers a free webinar – How to Convert Workshops to Remote Training. Check out more information at:

<https://www.situationexpert.com/events/2300>

Additional resources that can assist with adapting the materials further are available through the Training Magazine Network, a great resource for free webinars and whitepapers. Many of the webinars are recorded as well. <https://www.trainingmagnetnetwork.com>

Some suggested resources included:

- Design & Deploy Critical Skills Training for Employees Suddenly Working From Home
- 4 Strategies for Building a Culture of Learning Remotely
- Recorded Webinars
  - Remote Training? 5 Ways to Use Video to Improve Yours
  - Managing Virtual Workers Today
  - Working from Home: Proactive Planning to Deliver Results
  - Training in the Time of Covid-19: Tips and Lessons Learned
  - And more!!!!

# Contact Us

## STAND

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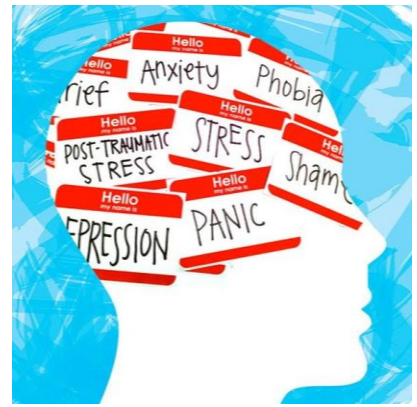
**Statewide  
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Along with the increased demands on our time, comes increased levels of stress, pressure, and anxiety. The COVID-19 pandemic has caused a seismic shift in the working world and working conditions. Many employees may not have been fully prepared for the experience and challenges of working remotely.

Remembering to take care of our own mental health was sometimes challenging even before the pandemic. Remember you are not alone in your experiences. There are numerous strategies and resources available that can provide support.

It can be hard to figure out where to start. The resources found at Healthline.com are a great place to start. More information can be found at:

<https://www.healthline.com/health/health-covid-19-mental-health-resources>



Understanding the different forms and causes of anxiety and stress is an important approach to managing these feelings. Want to know and learn more? Check out the online resource available at <https://www.coursera.org/learn/manage-health-covid-19>.



- Are you creating training or other resources covering the COVID-19 pandemic?
  - Are you having trouble locating the right photos or other resources?

Check out <https://blogs.articulate.com/rapid-elearning/free-resources-for-coronavirus-training/> for a variety of resources that might fit the bill!

## REMINDERS

### **2020 STAND CONFERENCE**

#### **SAVE THE DATE**

#### **VISUALIZING THE FULL IMPACTS**

You went through all the hard work of creating a program, you delivered it, and everyone loved it. How do you really know it was successful? Come learn how to measure the full impact of your training programs based on training goals.

- September 11, 2020
- All Day
- Buck Library, Buena Vista New Castle, DE

Multiple speakers!

Continental Breakfast  
and lunch

Prizes & Give-a-ways!