

# Learning & Development Center

Building knowledge organizations through innovative learning



Learning & Development Center is a state-of-the-art platform and digital content library delivering powerful and effective learner resources that build competencies and skills and increase performance across the enterprise.

## My Book Series

My Books contain blank pages and open templates that provide a unique and creative way for you to record your own personal information, plans, thoughts, and ideas. You can record data, input narrative, save your work, print it, and even share it. It's up to you. The book files reside only on your desktop and you control who has access. Many of the resources have structured content for easy response and all books have blank pages for open narrative. The My Book Series includes: My Development Plan, My Journal, My Learner Plan, I Know What I Know, Storytelling for Knowledge Transfer, and My Own Book.

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## My Book Series

### My Development Plan

The My Development Plan is an invaluable resource to clarify your strengths and development opportunities and set goals for executing your development. The companion My Learner Plan allows you to link your development goals to the actual resources you intend to use in implementing your plan.

- Goals and Objectives
- Knowledge, Skills, and Abilities
- Competencies
- Checklist

You can also use the information as you prepare for your performance review and as a personal guide to monitor your progress.

[Download Here](#)



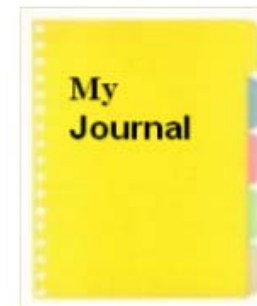
### My Journal

The My Journal includes an input page for each day of the month and is indexed by day for easy accessibility. The contents include templates to record:

- My thought for today
- What was new today? People, situations, practices
- What were the challenges? Roadblocks, obstacles, barriers
- What did I learn? New insights, possibilities, perceptions
- What progress did I make? Accomplishments, projects, growth
- What actions do I need to take?

This is a great place to record your thoughts and observations. You can save, print, post a sticky note, search, and copy and paste portions you wish to share with others.

[Download Here](#)



### My Learner Plan

## I Know What I Know

The I Know What I Know is a tool that focuses on work activities; what we do, how we do it, how it's measured and evaluated, and the desired outcomes. The contents include:

- Knowledge Area
- How I Use What I Know
- How I Will Expand and Share My Knowledge
- Journal Notes

There are blank pages for recording your thoughts and ideas or for setting goals and action items. If you want to see your productivity, effectiveness, and performance improve, you will find this a helpful resource. Set-up and use a separate book for your functional or department work activities, projects or business initiatives, teams or workgroup activities, and more.

[Download Here](#)



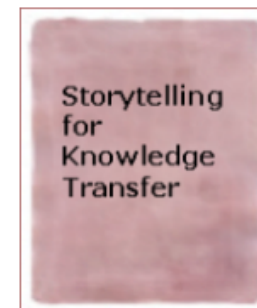
## Storytelling for Knowledge Transfer

The Storytelling for Knowledge Transfer is an ideal way to capture knowledge in the organization that is both crucial and critical. The knowledge captured by storytelling goes beyond mere skills and abilities and encompasses behaviors, instincts, attributes, and wisdom. The information gathered is situational, told in the first-person and can be easily translated and integrated into best practices for future training.

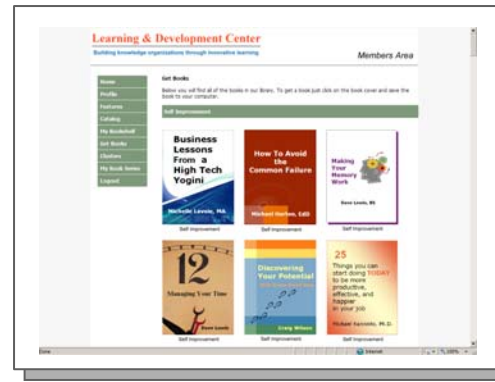
- A Business Case Example of Knowledge Transfer
- Knowledge Transfer Implementation
- Storytelling Development Model
- Scenarios for Using Knowledge Transfer
- Anchoring Leadership Values
- Sharing a Sense of Change
- Analyzing Corporate Culture
- Facilitating Out-of-the-Box Thinking and Scenario Building
- Identifying Drivers of Customer Loyalty
- Clarifying an Operational Excellence Program
- Getting Started
- Instructions and Guidelines
- Your Story

This process recognizes the implicit value of knowledge embedded within the organization and provides methods to access the lessons learned as dynamic learning objects.

[Download Here](#)



# System Overview



Open catalog, see abstract review and select book

Browse the shelves

Put resource in My Bookshelf



Check out the learning clusters

Select from My Book Series

Evaluate and link to performance

## Contact Information

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## **Our Business Units and Brands**

### **The Ryan Group, Inc.**

ryangroupinc.com

### **Learning and Development Center**

learninganddevelopmentcenter.com

### **Get to the Point Books (retail)**

gettothepointbooks.com

### **Team Performance Inventory**

teamperformanceinventory.com

### **Business Simulations**

tabletopsimulations.com

### **Academic Case Based Curriculum**

casebasedcurriculum.com (November 2010)

### **Digital Content Center**

[https://secure.digitalcontentcenter.com/  
shop/27352/checkout/](https://secure.digitalcontentcenter.com/shop/27352/checkout/)