# **Industrial Automation Playbook**

# Manager's Reference Guide

The Industrial Automation Playbook is an online training module available to help jump-start your employees' understanding of the market so they can successfully navigate the industry and explore your company's role within it. This module is an important resource for new, existing and/or tenured employees to help sharpen their skillsets and advance their industry knowledge. Empowering your team with this training resource provides tangible benefits to you and your team, and ultimately, to your partners and customers.

## The training module covers the following three parts:

- Chapter 1: An introduction to manufacturing and the Industrial Automation market
- Chapter 2: An overview of product categories, industry players and the plant design and build process
- Chapter 3: An overview of the distribution market and how automation products flow through the channel

#### Features a complete toolkit of resources:

- Interactive online training module with activities to check for understanding
- Glossary
- Discussion guide for learning customization
- Module overview for high-level structure of the training tool

Your employees will receive this complete toolkit of resources for one price! (see pricing details at <u>https://www.electrofed.com/efc-training-modules/</u>)

**Upon Completion of the Module:** Once your employees have completed the module, you're encouraged to continue supporting their learning through these next steps:

## 1. Schedule a one-on-one meeting

It's important to circle back with your employees soon after they've completed the module, so you can help align your company's market strategy with their learning experience.

#### 2. Use the Discussion Guide

All users have access to a glossary and a discussion guide to help shape their understanding of key concepts introduced throughout the module. It's important that you allow your employee to lead the discussion and share their responses as best as they can. To review the employee discussion guide prior to your meeting, go to <a href="https://www.electrofed.com/training-module-ia-playbook/">https://www.electrofed.com/training-module-ia-playbook/</a>

#### Notes:

- This module takes <u>45 minutes</u> to complete, so be sure your employees have allocated sufficient time to go through the entire training.
- Employees will have access to the glossary, module overview and discussion guide upon logging into the platform.

If you have any questions about the training module or any of the reference material, please contact Electro-Federation Canada at <u>info@electrofed.com</u>.