

# Considerations for Building an eLearning Business Case



## Timeframe

Deadlines may be aligned to a Project Plan, Board requirements or your year end. Consider implementation timeframes.



## Content

Consider what content you wish to create - IT systems and/or soft skills. Is there existing content that you wish to re-use or migrate to the new tool?



## Reporting

What is driving your need for reporting and what level of detail do you need, ie. are you demonstrating compliance, competency, or managing talent, etc.



## Infrastructure

Ensure your IT team are involved in your decision making, to assess security, review technical specs and test the tool within your infrastructure.



## Existing Tools

Find out what tools are being used within your organisation. You may be able to utilise existing software and experience, or learn by past mistakes.



## Sponsor

Gain support for the initiative from someone at Board level. Present initial findings and proposals to them, to gain feedback and guidance.



## Budget

Budget may be tied to a Project or with L&D. Consider expectations of the Board. Don't forget Services costs as well as maintenance & support.



## Learners

Most important are the Learners. Undertake a Training Needs Analysis. Consider where they will access the content and language requirements.

Visit [www.larmerbrown.com/the-true-cost-of-elearning](http://www.larmerbrown.com/the-true-cost-of-elearning) for a detailed article on building your business case