

Mac arthur and associates case study

[Business](#)



Workers will be available to use the knowledge entailed In some of the records to see where the organization was so they can build for the future. The decision to know what the company should do with the records Is in debate.

The organization has picked four focus groups to work with the HIP. They will help the HIP in order to bring change to the historical records. Phase one: Managing change to using new technology. A. The introduction of computers and distribution of the computers. B.

A computer lab was designed, developed and implemented – made for availability for employees. . Education was established by the teaching staff and classes were dad available to employees. Phase two: Employees a. Skills, knowledge of processes, and the performance level of each employee were assessed. B.

MacArthur and Associates wants to keep current employees. Phase three: IT people have designed, developed and Implemented: 1. Changes for processing orders. 2. The company’s intranet and internet.

3. Automated databases for knowledge management. C. The teaching staff has identified the employees that need to attend classes In order to understand how to use a computer. D.

The teaching staff has assessed employees and has established courses for employees to learn about the new technological changes made to the overall system.

(The intranet, company's internet, online processing of orders, processing of customers' account records, etc.) e. The teaching staff will make sure they have covered the different theories that can be used to help people learn. There are also different stages that people will progress through stages of learning In order to be effective learning. " Kola's learning theory sets out four distinct learning styles, which are based on a four-stage learning cycle" (McLeod, 2013).

. Kola's four different learning styles are listed below: (1 a. Converge - " are characterized by abstract conceptualization and active experimentations" (McCollum, 2013). They use deductive reasoning and make application of ideas. (1 b.) Diverged - They use " concrete experience and reflective observation.

They are Imaginative and are good at coming up with Ideas and seeing things different perspectives" (McCollum, 2013). (1 c.) Oscillator - " are centralized Day cataracts conceptualization Ana Renville observation. They are of creating theoretical models by means of inductive reasoning" (McCollum, 2013). 1 d.) Accommodate - " use concrete experience and active experimentations.

They would rather act and do things in the world rather than just" reading about and studying them" (McCollum, 2013). In order for the company to become a learning organization, the learning needs to be proactive. Knowing what types of learners are being taught is optimum. Kola also came up with " Learning Style Inventory, an assessment method used to determine an

individual's learning style" (McCollum, 2013), using the four different styles listed above. " The Learning Style Profiler (LISP) is based upon Chris J.

Jackson's hybrid model of Jackson's model suggests that learning styles are influenced by a variety of factors including experience, personal choice and biology.

The profiler is designed to assess how people learn at work, so it is often used in organizational and business settings. " Basically, the type of personality one has will dictate how that person will learn. If the underlying intelligence which is genes and colonization is not fulfilled, then the person will have poor work performance, troubles learning, low interest in learning and have trouble existing in society.

If the person has good genes and has been exposed to colonization, then that person will learn and be goal oriented. Therefore, those personality traits which indicate that the person will be able to learn, want to learn and they can be high performers in the organization.

" The term " workplace learning" is used to embrace all types of learning which are generated or stimulated by the needs of the workplace including formal on-the-job training, informal learning and work-related off-the-job education and training" (Union and Fuller, 2003, p. 7 cited in Evans and Akers, 2006, p.). " Merrill's theory proposes five phases in the instruction (1) activation of prior experience, (2) ministrations of skills, (3) application of skills, and (4) integration of these skills into real-world activities, with all five phases revolving around (5) a problem (Perishing, 2006, p. 355). " All of these five elements provide the framework for learning effectively.

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G. The executives have established agreements with various intuitions of learning. H. The finance office and record office will handle the 80% reimbursement of the tuition to employees who take courses.

Phase four: Task analysis Managing historical records change: (1) Four focus groups will be established and each group will supervise different areas of the project. A.

Establish a learning library for document storage. Decide what documents will be in the library? What documents will be archived? What are the different areas needed for storing the electric records? Who will have access to the records? B. Knowledge management – work with the teaching staff in order to use different forms, different projects in order to create/change existing learning materials. Seek out different courses for the employees. C.

Establish IT technology. Eloquently needs – Interview II applicants Witt HRS. Prepare ten tasks name Tort ten IT team. Establish the parameters for database storage. Establish a security system for the learning library. The IT department will design, develop and implement databases in order to manage the documents and link them to the appropriate department or to the learning library.

D. Oversee scanning of the documents – where to start, what to scan, where will the scanned document be placed? Appoint people in each department to scan departmental historical documents so they can be changed into electronic documents.

Focus Groups Efficiency | 3. Organizational and Job structures. Are Jobs clearly defined? B. Is data storage defined? C.

Who has authority for access to data? D. Is the security set for the retrieval & addition & change of data? I *What is the formal organization structure for data storage? * Who has what authority to make what decisions? *What technology needs to be used? I *Organizational charts*Job descriptions and positions to fill in order to finish the project. I *Job Descriptions*Focus Groups*Site selection criteria*What are the library criteria? Work processes , procedures I 5. Could tasks or processes be automated?

Are the processes well defined? Are duties assigned to be effective and efficient? Do procedures exist? I *Who is forming the IT team? *Who has developed the tasks that IT needs? I *Does HRS know what type of people is needed in order to carry out the project plan? *Does HRS know how many IT personnel needs to be hired? I *Focus groups and HRS will establish the criteria for hiring IT trained people. I A SOOT analysis was conducted.

“ SOOT analysis is a tool for auditing an organization and its environment” (NINA, 2013). This allows the company and the HIP to focus on key issues. Strengths, weaknesses, opportunities and threats are exposed.

One external SOOT factor is the lack of technology. Strength is a positive internal factor. Weakness is a negative internal factor such as internal board members not agreeing on change.

One opportunity is creating a learning environment. One threat is the lack of keeping up with competition. A cost analysis has been completed and the

company will be able to afford the records to be changed to an electronic document system. A feasibility analysis has been completed. The result of the study revealed the company will profit from the increased productivity and performance enabled by ten document canalling Tort.

Having electronic documents available wall save teams time by using already produced projects plans and restructuring them.

The changes MacArthur and Associates are implementing will bring the organization up to date technologically. The organization will be as a learning organization. Employees are empowered by teaching them new technology and allowing them to take courses to increase their knowledge. Employees and knowledge are two things that will help the organization stay competitive. Changing written documents into electronic documents will allow easier access to the records.