

## How To: Accommodate Various Learning Styles?

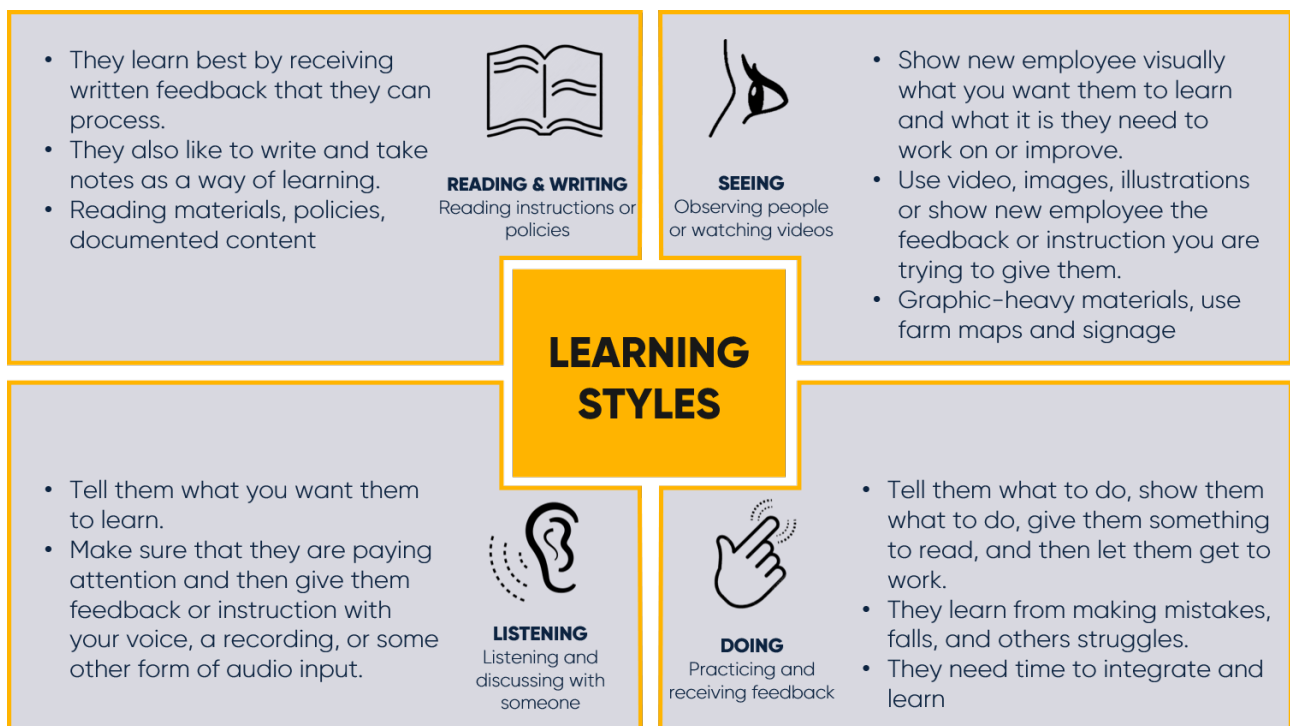
We all learn at a different pace and with different preferences. It is important to appreciate these differences and adjust your coaching style to suit individual employees.

The most effective coaching comes from blending different learning styles together.



### Tips for effective workplace coaching:

- Most people use a combination of these styles, to offer information and instructions in different ways. You will soon observe how each person prefers to learn.
- Do not rush your employee to learn the next task if they have not mastered the first one.
- Always demonstrate what you want done and then give plenty of opportunities for practice.
- Give plenty of feedback, which includes acknowledgement of the things they did well
- Be patient - people learn at different speeds, give them time to think and reflect.



## The 4 Learning Styles

How do you accommodate learners with different learning styles?	
<p><b>READ &amp; WRITE</b>            People who find themselves writing your own notes and highlighting the key points on written documents are reading/writing learners. They learn best when they can see information as text, be it a written instruction or a policy.</p>	<ul style="list-style-type: none"> <li>• They learn best by receiving written feedback that they can process.</li> <li>• They also like to write and take notes as a way of learning.</li> <li>• Reading materials, policies, documented content</li> </ul>
<p><b>LISTENING</b>            Auditory learners find listening to information most effective. They develop understanding and information retention with audio element, such as speaking to them, verbal instruction, or feedback. They like to educate themselves by asking questions or getting into a spoken conversation.</p>	<ul style="list-style-type: none"> <li>• Tell them what you want them to learn.</li> <li>• Make sure that they are paying attention and then give them feedback or instruction with your voice, a recording, or some other form of audio input.</li> </ul>
<p><b>SEEING</b>            Visual learners find coaching methods most effective when information best presented as imagery. Their brain process and retain Information better when learning with visual elements, symbols, signage, maps, and demonstrations.</p>	<ul style="list-style-type: none"> <li>• Show new employee visually what you want them to learn and what it is they need to work on or improve.</li> <li>• Use video, images, illustrations or show new employee the feedback or instruction you are trying to give them.</li> <li>• Graphic-heavy materials, use farm maps and signage</li> </ul>
<p><b>DOING</b>            Hands-on coaching methods work best for physical learners when they can be active in learning a new skill. They use their hands and sense of touch to learn. They like to listen or read instruction and then go to work to help anchor in effective learning.</p>	<ul style="list-style-type: none"> <li>• Tell them what to do, show them what to do, give them something to read, and then let them get to work.</li> <li>• They learn from making mistakes, falls, and others struggles.</li> <li>• They need time to integrate and learn</li> </ul>