Education Program Information

Education Development
ARMA International education programs are learning experiences. This means:

- The content is informative, relevant, and clearly applies to the learner’s work
- The content corresponds to the learning objectives
- PowerPoint slides are used sparingly, with minimal content on each slide
- The educational content is enhanced through the use of such interactions as true discussion, hands-on exercises, and workshop-type activities
- Useful handouts are provided for the session itself and as a resource for later use

Facilitator Substitutions
Facilitator qualifications were very important to the selection process; therefore, there are no substitutions.

Evaluations
The education department uses your education program evaluation as a factor when selecting facilitators and education programs. Thus, it’s important that you encourage your attendees to complete the forms available in the conference app.

We recognize that factors beyond the facilitator’s control can affect the session and, accordingly, the ratings. Therefore, our evaluation process concentrates on these “controllable” factors: review of facilitator and review of participant’s learning.

Please review our evaluation form before developing your education program. (Pictured below)