

A bonanza of HR tips for training programs, personal development



**HR
MANAGER'S
BOOKSHELF
BY
RAY
BRILLINGER**

Technology for Trainers

By Thomas Toth, 179 pages, ASTD Press (2003) ISBN 1-56286-321-5, 1-800-628-2783, www.astd.org



What is XML? How about XSL, ODBC, GUI, listserv, EPSS, asynchronous learning, ADL? The 400-term glossary of this "primer for the e-learning age" sheds light on these terms as well as concepts and practices ranging from distance education to learning portals and peer-to-peer networks.

The author, experienced as an instructional designer, project manager, HTML programmer, graphic designer and stand-up trainer, shares his knowledge with an overview of what every trainer needs to know about technology, how e-learning differs from other educational approaches and real-world examples of business applications.

Along the way, readers will find chapters on getting ready to work with a developer, creating interactive content to engage the learner, choosing graphics and animation to suit specific purposes and knowing enough about multimedia and coding to help make the right decisions.

The book has numerous illustrations and specific tech tips aimed at "the technology-hungry learning and performance professional... to explain the technology necessary to turn a training designer's vision into a workable, functional e-learning solution."