



**PROWRITE** INC.

**Technical Communications**



## **BANKING ON PROWRITE FOR TRAINING**

### **Challenge**

A multibillion-dollar bank holding company that bought a competitor needed to train its acquired employees in new policies and procedures before operations merged. The bank asked ProWrite to help develop training materials quickly for instructor-led classes aimed at six different audiences.

### **Solution**

ProWrite used knowledge of instructional design to help create the training, which included six sets of facilitator guides, participant guides, and PowerPoint presentations. ProWrite produced the materials in a tight timeframe by

- Working with the bank's subject matter experts (SME) to gather and incorporate information
- Developing an initial course that could be reworked to create the remaining courses
- Coordinating all of the printing and ensuring that the appropriate guides were delivered on time to training locations throughout the region

### **Benefits**

ProWrite helped the client ensure the new employees were trained before operations merged. ProWrite

- Saved the client time and money by efficiently creating each course
- Produced training materials that the client was able to post on its intranet site for its employees to use as reference tools

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#### ***Contact ProWrite for all your documentation needs***

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|----------------------|--------------------|---------------------|---------------------|
| • User Manuals       | • SOPs             | • Presentations     | • Newsletters       |
| • Training Materials | • Reference Guides | • Interactive forms | • Technical Reports |
| • WBT/CBT            | • Online Help      | • Brochures         | • Websites          |