

Learning from Experience: what's in the Toolkit

This page explains what the Toolkit contains and who each component is designed to help. If you are exploring the Toolkit for the first time we suggest you look at the components in the order they are listed here. If you are looking at this contents map on-screen and you have downloaded all the files into the same folder, clicking on the title of a component will open it to view.

1



The business case in a nutshell is a one-page summary of what is involved in Learning from Experience (LFE) and the business benefits that can accrue. It is written for directors, partners and senior managers who want to know what LFE is about and decide whether to investigate the Toolkit further.

2



The Learning Manual (17 pages) explains:

- why LFE makes sense, where it has been used, and what the business benefits are (in rather more detail than *The business case in a nutshell*)
- the principles and processes involved, and
- how to set up a learning programme, tailor it to suit your particular circumstances, and make it work.

It focuses on practicalities, and tells you everything you really need to know. Written mainly for managers and staff involved in planning and running learning programmes, it is short enough to be a worthwhile read for top management too.

3



The methods described in the Learning Manual have been tested on real projects by six leading design practices, contractors and clients. The six 2-page **case studies** describe what:

- Amicus Group
- BAA
- the Bovis-Lend Lease Global Alliance
- Buro Happold
- National Grid Transco, and
- Second Site Property (formerly Lattice Property)

did in their trials, how LFE worked for them, and what they learned. They are relevant to the same people as documents 1 and 2.

4



The Workshop Leader's Guide (5 pages) is a compilation of advice and tips from an experienced facilitator, written for people responsible for leading workshops.

5



The LFE slideset (over 50 slides) is a collection of Microsoft PowerPoint slides on key topics in LFE prepared for people who need to make a presentation on the business case for LFE, the principles behind it, or the practicalities of the process. The slides are divided into groups to use on a pick-and-mix basis.