Working with an SME
Catching a Cat by Its Tail

Martha Miles, Software Training Analyst
Training
ADDIE

- Analyze
- Design
- Develop
- Implement
- Evaluate
New to the Workplace?

SME vs. Training Focus in the Workplace
Build a Positive Relationship with SMEs
Do Due Diligence

Be Aware of your SME’s Deadlines

YOU’RE RUNNING OUT OF TIME...
Don’t Waste your SME’s Time

Show Your SME How You Can Help Make Him or Her Successful
Become Friends with your SME

Keys to Success
Be a Conduit

What part of "Meow" don’t you understand?
Speak Your SMEs Language

Owner said Meow
He understands my language

Don’t Over Validate
Expect and Embrace Changes
Be like a duck. Calm on the surface, but always paddling like the dickens underneath."
Michael Caine
Produce a Quality Product

Work Examples
I SAID A TRIM!!
"If you hold a cat by the tail you learn things YOU CANNOT LEARN ANY OTHER WAY."
Mark Twain