



**MYERS TECHNICAL
SERVICES LLC**

Optimizing People, Processes & Technology

**Customized Training
Solutions Provider**



About Myers-Tech

Myers Technical Services LLC (Myers-Tech) is a management consulting and training company specializing in the learning tools that organizations use to improve performance, increase productivity, and maintain quality standards.



Our team has earned a reputation for delivering quality, cost-effective, cutting-edge software, documentation, programmatic, and training solutions. We offer the expertise of instructional designers, graphic artists, technical writers, quality specialists, software developers, web developers, and training specialists.

Founded in 2006, Myers-Tech is a 100% Woman-Owned, SBA certified Small Disadvantaged Business, and DOT certified Disadvantaged Business Enterprise. We offer an array of management consulting and training development services to supplement a customer's existing operations or fully staff a new project, with the objectives of achieving quality and reliable services, within schedule and cost performance goals.

Our mission is to understand each customer's unique business and technology challenges to collaborate in developing and implementing value-added, end-to-end learning solutions that maximize synergies from strategy to execution.

Custom Training Solutions



We “optimize people, processes and technology” by developing customized learning solutions which include Instructor Led Training (ILT), Web Based Training (WBT), Computer Based Training (CBT), and Blended Learning options. We also offer a host of other training support services ranging from curriculum design, content conversion, graphics, and animations, to assessment and testing.

Our team is well versed in the art and craft of instructional design and development of courseware for instructor-led training, which includes the development of educational materials, instructor manuals, student workbooks, and PowerPoint presentations.

Our e-Learning tools are designed and developed around your content and may include animations, audio, video and comprehensive tests or quizzes to ensure concept understanding.

Products and Services

Instructor-Led Training

Myers-Tech can design and develop a custom course for your organization that includes all the materials you will need to facilitate a successful learning experience.

- ⇒ Facilitator Guide
- ⇒ Participant Guide
- ⇒ PowerPoint Presentation
- ⇒ Quizzes, Exercises and Case Studies
- ⇒ Course Evaluations

e-Learning Developments & Conversions

Myers-Tech can design and develop e-learning modules which can be placed on your organization's server (i.e. Intranet) and users can participate in training presentations at their own pace. Myers-Tech can also bring your current "hard-copy" curriculums and manuals to life by converting them to e-Learning format. We use a variety of multimedia options:

- ⇒ Music Audio
- ⇒ Custom and Royalty Free Graphics
- ⇒ Professional Voice-Over Narration
- ⇒ Flash Animation
- ⇒ Branched Scenarios/Games/Simulations
- ⇒ Video Clips

Web-based Training (Webinars)

Myers-Tech always provides high quality and high value training, as evident in the high student evaluation ratings conducted at the end of each course. Live Webinars allow for polling, PowerPoint presentations, surveys, chat, attachments and whiteboard notes area. Topics include:

- ⇒ Project Management
- ⇒ Conflict Resolution
- ⇒ Time Management
- ⇒ Customer Service Skills
- ⇒ Communication Skills
- ⇒ Anger and Conflict Management

Training Materials

Training materials by Myers-Tech are colorful, creative and user-friendly. Choose from a variety of styles. Sections such as Learning Objectives, Summaries, and Learning Activities can be included in your guide. Our materials include:

- ⇒ Color screenshots
- ⇒ Step-by-step instructions
- ⇒ Technical diagrams
- ⇒ Flowcharts
- ⇒ Table of contents
- ⇒ Index
- ⇒ Glossary

Reference Cards / Job Aides

Quick Reference cards, also known as job aides, are a brief one-page summary of common tasks that users can refer to frequently when "how to" questions arise. Under each reference topic the steps to complete each task will be listed. All cards come in color and are laminated. Prices vary by number of pages and if screen captures are required.

Here's how our solutions help

Problem: *Your employees are disinterested during onsite classroom training sessions.*
Your basic handouts or worksheets are ineffective or outdated. You need new group exercises and role playing activities to get learners motivated. Your attempts to do this “in-house” have failed.

Solution: *A complete overhaul of your classroom materials.*

The experienced instructional designers and technical writers of Myers-Tech can create custom participant and facilitator guides, along with an accompanying PowerPoint presentation for your instructor led training program. The results are increased learner retention rates and the ability to better apply their learning to their job role. They can even use the guide as a reference after returning to their work area.

Problem: *Your organization can't afford to have employees away for training.*

Your organization is looking to reduce your employee's time away from their desk, while also reducing or even eliminating your training budget dollars.

Solution: *A self-paced e-Learning module*

Time is money, especially in today's trying economic times. Statistics show that travel and accommodation costs are cut by at least 50% with the use of e-Learning (Hall 1997). e-Learning allows learners to complete their learning at their own pace, at their own work area, and repeat learning as needed.

Problem: *Your organization wants to do both classroom and e-Learning training.*

For your diverse group, you recognize that one method will not be satisfactory for them all.

Solution: *A blended learning program*

A 30-minute e-Learning module can be developed and reinforced with a learner workbook where they can complete exercises and written activities to ensure even higher retention rates.

Key Benefits

Savings	<i>We offer to revitalize your existing training program to increase learner retention rates and decrease expensive training travel costs.</i>
Affordability	<i>Regardless of the subject matter, we can deliver a top-quality, interactive, e-Learning course customized to match your needs and fit your budget</i>
Support	<i>We offer customer service and attentiveness to your needs throughout every project and technical support after the project is complete.</i>
Firm Fixed Pricing	<i>We evaluate your project and multiply the total project hours times our hourly rate and that's it. No additional costs for audio narration, royalty-free graphics, custom Flash animation, or any other project needs.</i>

What is e-Learning?



e-Learning, also called computer-based training (CBT) or web-based training (WBT), is learning that can take place anytime and anywhere, whether the delivery is online or offline, CD or DVD. Learning topics can include how to use a software application, how to use a piece of hardware or machinery, how to improve soft skills such as customer service, or to review company policies and/or procedures.

CBT (i.e. tutorials) is usually accessible on a server, a LMS, or the Internet and allows your employees to learn at their own pace, no pressure or time restraints, no time away from their daily job tasks, and no costly traveling expenses for the company.

WBT (i.e. webinars) allows the user to have a “live” instructor guide them through the learning as well as allowing them to demonstrate the skills they just learned in various exercises, discussions, and even polls.

How Do You Learn?

Most people tend to retain more data with visuals when learning, rather than paragraphs of black text on a white background. But the key is to have a balance of text and white space, and to have visuals that are relevant to the content on the page. Consider the following questions:

- ⇒ Are you the type of learner who enjoys learning a new system application with a brightly colored user guide with screenshots, callouts and arrows?
- ⇒ Do you need to have a live person guide you through the process step-by-step in a classroom environment?
- ⇒ Or do you like self-paced learning; completing interactive tutorials online that include audio and animation?

We provide solutions that serve all needs of learners.

Measurement and Evaluation of Learning

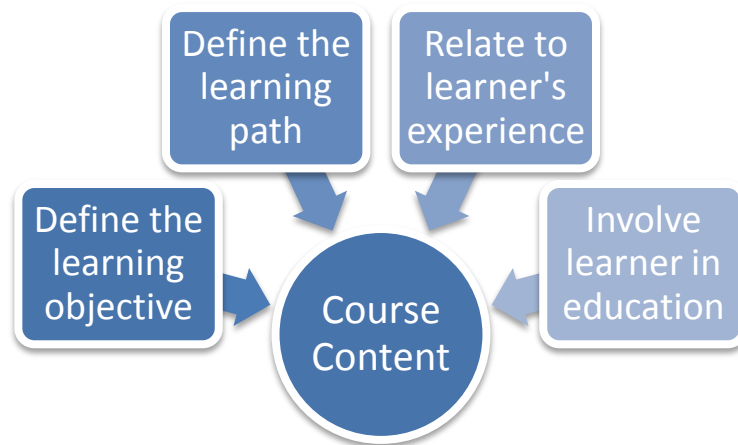
There are many ways we can “measure learning.” We can initiate pre and post testing before and after training. We can use interactive quizzes, multiple choice questions, case studies, and even interactive games!

The point of measuring is not to see if the learner can recite the definition of a term, spew out a list of steps, or even put a sequence of steps in the right order. The point of measuring is to determine whether or not the user can apply the knowledge they have learned to their job.

As your e-Learning development provider, we give you more than just a list of multiple choice and true/false questions. We want to ensure you get the most out of your e-Learning with “measurable” results.

Our Learning Strategies

We develop the instructional content using four basic steps:



Step 1 - Define the Learning Objective

We seek to understand the purpose of the training and the expected end result in order to define the learning objectives. Based on the objective of the program and current knowledge level of the target audience, appropriate emphasis will be laid on conceptual knowledge and on examples, which will be used to demonstrate the application of the concepts.

Step 2 - Define the Learning Path

Based on the outcome of the studies conducted by Myers-Tech, a set of modules is developed. The pre-requisite knowledge for each of these modules is identified and listed, and the modules are organized sequentially based on this listing.

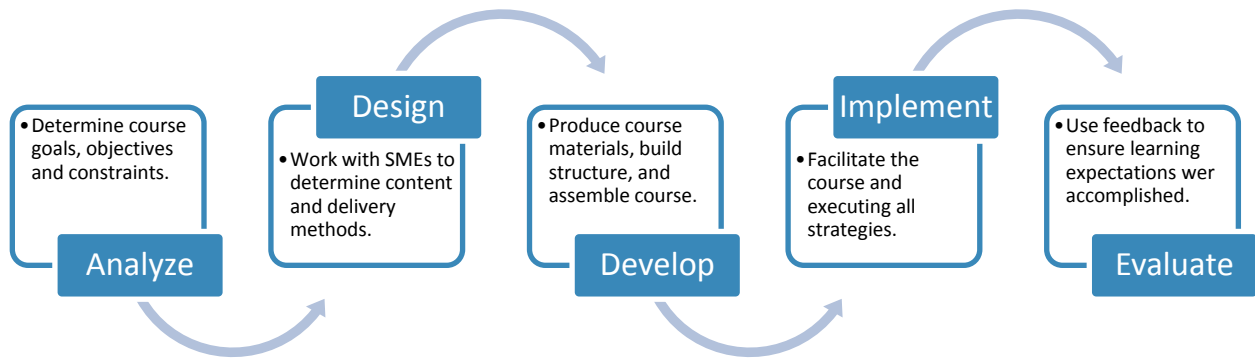
Step 3 - Relate to Learner's Experience

Contextual learning has proved to be much more effective than simple, linear instruction. Therefore, Myers-Tech makes extensive use of scenarios and case studies in its learning programs. We work in close association with our customer's subject matter experts to incorporate examples that are of practical application.

Step 4 - Involve Learner in Education

The learners' involvement is brought in through interactions scheduled at regular intervals. Assessments are conducted at three stages in the learning process – Entry-level, Random and Exit-level. While the entry- and exit-level assessments check the learner's understanding of the pre-requisites and the course coverage respectively, the random assessment checks progress at regular intervals, thereby bringing about total participation.

Our Development Process



Contact Us

Myers Technical Services LLC
600 Boulevard South, Suite 104
Huntsville, Alabama 35802

Tel: 256-705-3692

Fax: 256-705-3513

URL: www.Myers-Tech.com

Email: training@myers-tech.com

Classifications:

Small Business

Minority Business Enterprise

Woman-owned Business

SBA-certified Small Disadvantaged Business

DOT-certified Disadvantaged Business Enterprise

DUNS: 784504313

CAGE: 4JAGO

NAICS codes:

511210 – Software Publishers

541430 – Graphics Design Services

541511 – Custom Computer Programming Services

541512 – Computer Systems Design Services

541611 – Admin Mgmt and General Mgmt Consulting Svcs

541613 – Marketing Consulting Services

561110 – Office Admin Services

561410 – Document Preparation Services

611420 – Computer Training

611430 – Professional and Mgmt Development Training

611710 – Educational Support Services

923110 – Administration of Education Programs

Customers:

US Corps of Engineers

Alabama Department of Transportation

University of Alabama – Birmingham

Alabama A&M University

Jefferson State Community College

Apex Pharmacy Solutions LLC

PACER Electronic Circuit Design

Solvability, Inc.

Instrumental Sciences, Inc.

MJLM Engineering & Technical Services

Logicore Corporation

Monster Worldwide, Inc.

HUB International Corp

Moovin4ward Presentations LLC

Higher Enlightenment LLC

Nfluence Me LLC

Strategic Communications Inc.

Innovative Mind Inc.