

Adult Learning Centre - Resource Saving Trial

Plan a small resource-saving experiment and a comparable way to measure its result. Setting: Adult Learning Centre.

Contact and reference

Name or team reference *

Reply email, if needed

Date of record *

Resource Saving Trial

Resource and process being measured *

Current measurement, units and observation period *

Proposed change and conditions to keep comparable *

Result measurement and possible side effects to watch

Adult Learning Centre

Learning session and classroom reference *

Teaching pack, exercise set or shared device involved *

Reading format, room setup or facilitator coordination needs

Ownership and follow-up

Team or role responsible for the next action

Target follow-up date

Current state of this record *

- ☐ Open for review
- ☐ Waiting for information
- ☐ Next action agreed
- ☐ Completed and checked

Next action and completion evidence

Limitations and what needs setup

- Submitting the form records the answers in your workspace. It does not approve, schedule, charge or reply on its own unless you add that step to the workflow.
- Email notifications, approval routing, document generation and connections to other systems are available but not switched on until you configure them.

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