

June 2015. Understanding information processing by adult learners is crucial to conveying safety considerations in the workplace.

Reviewing safety considerations of procedures and tasks should occur when new hazards are introduced into the workplace, when existing procedures are revised, and periodically as a means of refresher training. When training adults the following information will help to optimize such training, formal or informal, to ensure the best employee retention.

- The more senses that are involved in learning, the easier and faster memory storage and retention will be. This is part of the explanation of the effectiveness of videos when applicable/appropriate.
- 70% of learning occurs while doing the job, 20% from social learning (from peers), and 10% from formal lecture and instruction.
- Learning occurs better when workers have access to the information, e.g. online for review as they need it, even if previously presented/reviewed. Learners do not retain 100% of what they get at a one-time learning event.

These items are a highlights of generally accepted adult learning principles.