

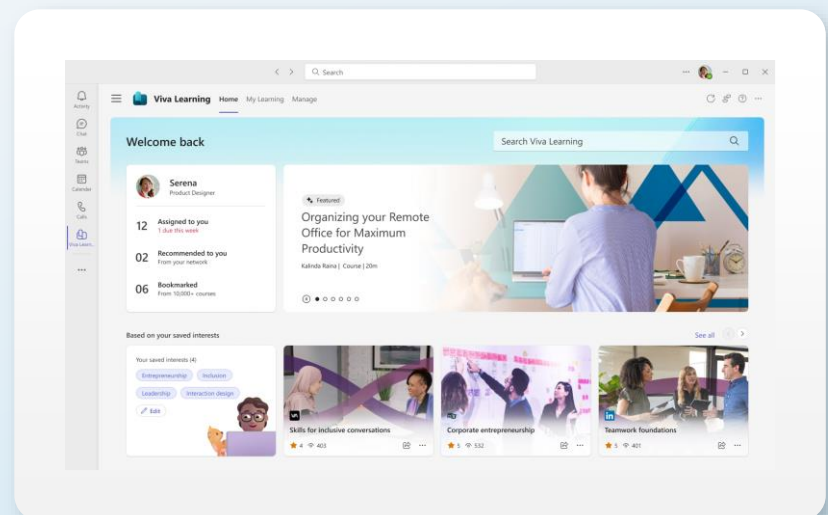
4 steps for a successful Viva Learning adoption

Step 1: Assess your learning ecosystem

- Take inventory of your current learning investments: Does your organization subscribe to any learning providers or management systems? How are they being used?
- Determine gaps: what does learning engagement currently look like across your organization? Do employees feel that they dedicate enough time to learning and development? Are there any learning investments/solutions that are not being utilized?

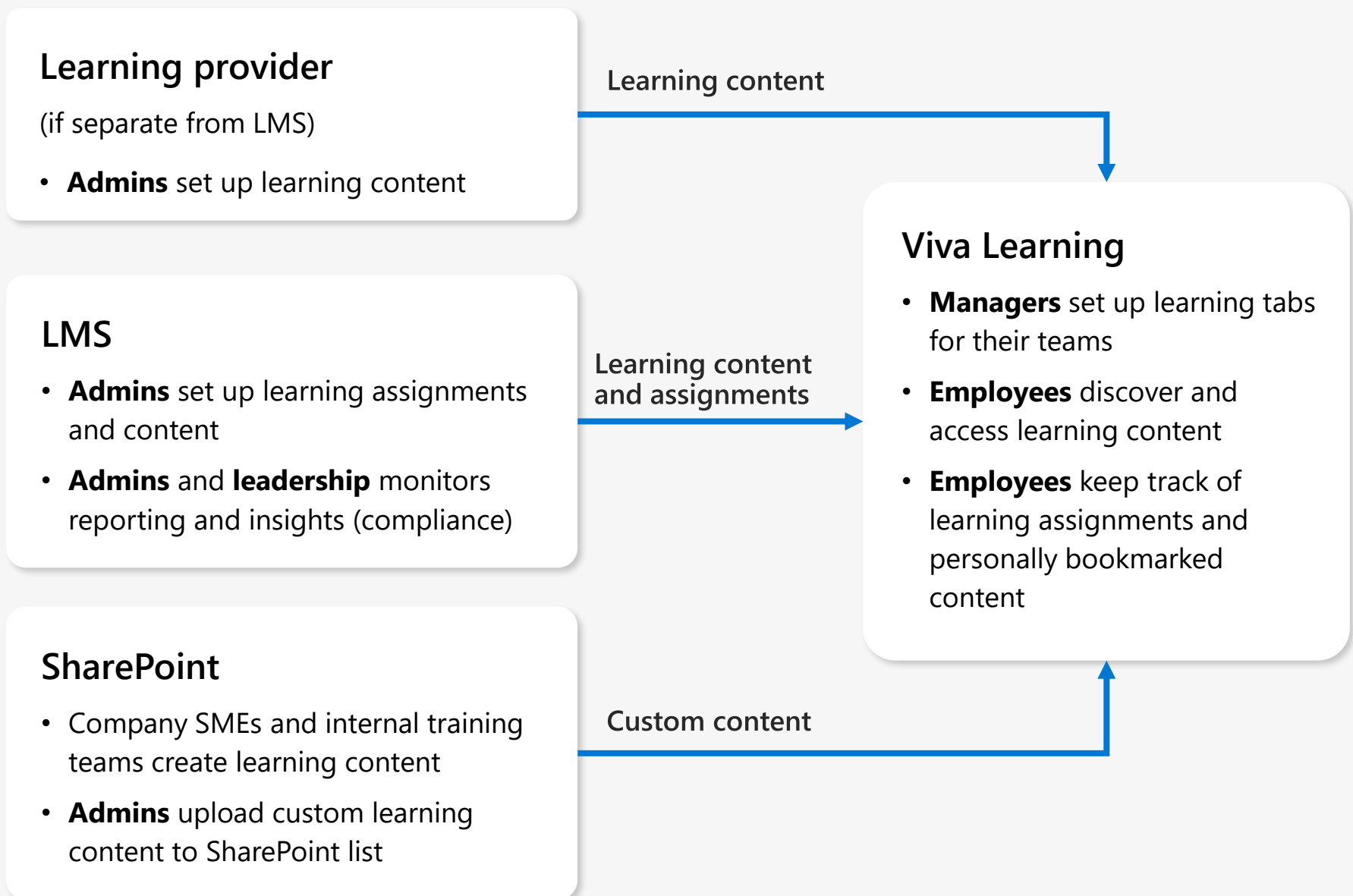
Understand where Viva Learning fits in.

Viva Learning is a flow of work learning platform. It is a user-friendly, front-end solution that is fully integrated throughout the tools that employees are already using. Viva Learning should be leveraged to increase engagement with learning and maximize the impacts of your other learning investments by bringing them into the flow of work throughout Microsoft Teams and Microsoft 365.



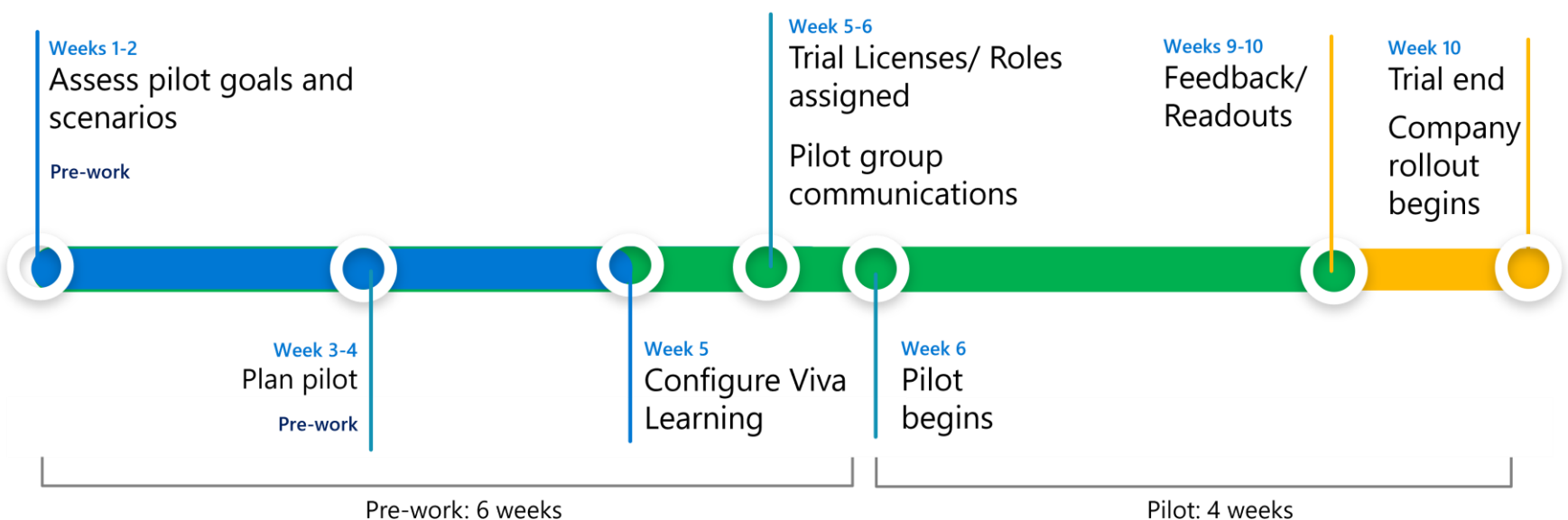
Step 2: Develop your learning ecosystem strategy

Determine how you want your learning sources to connect to Viva Learning and how your employees will interact with them. Example below:



Step 3: Setup and deploy

Roll Viva Learning out to a pilot group first to understand how employees are using it, understand adoption challenges, and inform company-wide rollout.

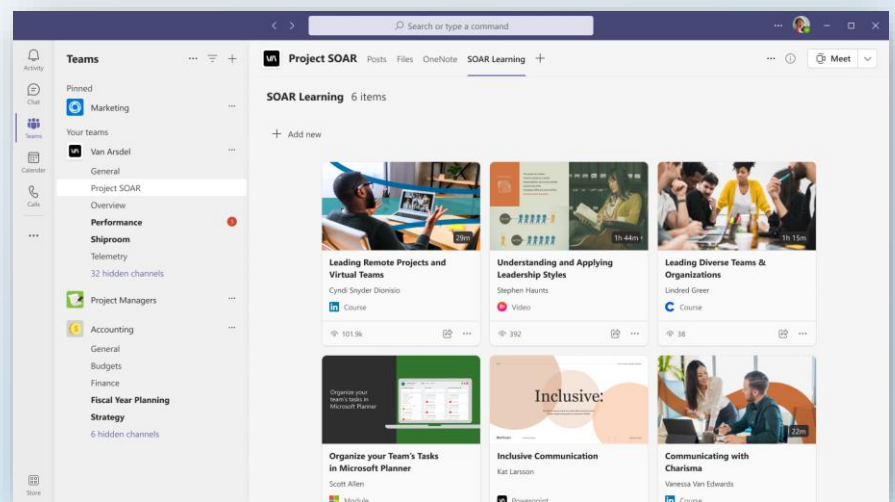


Step 4: Drive adoption

- Promoting a culture of learning is crucial to ensuring long term engagement and growth.
 - Align department stakeholders across HR, L&D, and IT on learning adoption efforts.
 - Train leaders and managers on **learning in the flow**: shift attitude from learning being only for required trainings to being part of the regular workday. Managers should encourage their employees to dedicate time for personal learning and leverage learning to drive connection between teammates and colleagues.

The impacts of Microsoft Viva

Customers saw a 50% reduction in time to full productivity to aid onboarding efforts, and a 20% reduction in employee attrition after deploying Viva.



- Simple activities your organization can do to promote learning
 - Book learning time just like PTO/annual leave. This creates dedicated time for learning, built into company HR structure.
 - Show that leadership is personally committed to their own learning; this will lead to learning being baked into culture. Have leaders share examples of how they are dedicating time and focus to their personal development.
 - Set a dedicated learning day (ie. 1 meeting-free day per month) at your company for employees to complete learning requirements and voluntary learning courses.
 - If your company uses OKRs or any goal/KPI tracking process, have teams include a learning-related goal (ie. Take 2 voluntary learning courses this semester).

Watch the video: [Build a Culture of Learning with Viva Learning](#)

View more adoption resources on the [Viva Learning adoption site](#) >