

Technical Collaboration Tools and Training Questions and Answers

1. How many resources they need for this?
We are not indicating a specific number needed to complete the work; we were asking in the SOW specifically “How many of the responder’s team meets the minimum qualifications”
2. Are they looking for someone with instructional design skills?
The term used in the SOW was “Design Skills” however the formal definition of Instructional Design includes: *The process of determining the current state and needs of the learner, defining the end goal of instruction, and creating some "intervention" to assist in the transition.* All of those skills are required in the SOW:
 - Determining the current state = Needs assessment
 - Defining the end goal = develop project plan, work plan
 - Intervention = Provide training and knowledge transfer
3. Will the resource have access to SMEs on the technology to be trained?
No, as listed in the required skills section of the SOW – Using collaboration tools: Smartboards, SharePoint, Lync, Microsoft Office 2012 – we are looking for the SME to be the consultant.
4. What do they mean by 4 years’ experience with Developing Information Technology?
Developing Information Technology training