

The 70-20-10 Checklist

Read the scenario you were given and reflect on the kinds of learning experiences that may be available in the following areas. Keep in mind that 70 percent of learning will occur through hands-on experience, 20 percent through developmental interactions, and 10 percent through formal training.

70%: Hands-On Experience

May include leading a project or joining a work group; handling a crisis; promoting a new service; accepting rotating assignments; taking on new responsibilities; increasing interactions with senior leadership; mentoring peers or new staff; accepting "stretch" assignments

20%: Developmental Interactions

May include giving or receiving mentoring, coaching, or peer feedback; joining professional networks; training or teaching others; participating in evaluation or research

10%: Formal Learning

May include taking workshops, seminars, or college-level classes; completing e-learning modules; getting certifications or professional accreditation; reading relevant books and academic articles

Adapted from: Biech, E. "The 90 Percent Solution." *Talent Development*, (December 2016).

