

# eLearning Request Prioritization Worksheet

## ----- Priority Factors -----

Priority	Strategic Impact   Factor 1	Description	Weight	Score (Weight)
1	Pipeline (Cross Divisional) Training Project	Training that <u>directly</u> supports one or more of the annual pipeline projects which are generally cross divisional	3	
2	Division Training Project	Training that <u>directly</u> supports process improvements and/or enhancements with divisional impact. Training not directly related to a Pipeline project.	2	
2	Department Training Project	Training that <u>directly</u> supports process improvements and/or enhancements with departmental impact. Training not directly related to a Pipeline project.	1	
<b>Strategic Impact Score Total</b>				

Priority	Regulatory Impact   Factor 2	Description	Weight	Score (Weight)
1	PKT Mandate	Training that directly supports a Mandate rollout	5	
1	PKT Product	Training that directly supports a Product rollout	3	
1	PKT Program	Training that directly supports a HCS Program rollout	2	
2	WBT Program	All other WBT requests	1	
<b>eLearning Category Score Total</b>				

Priority	Stakeholder Impact   Factor 3	Weight	Strongly Enhances Use Value = 2	Enhances Use Value = 1	No Effect Use Value = 0	Score (Weight x Value)
1	OIC/BCBSA/State & Fed. Laws	3				
1	Premera Corporate	3				
2	Members	3				
2	All Plan Management	2				
2	All Associates	2				
3	Providers	1				
3	Brokers	1				
<b>Stakeholder Impact Score Total</b>						

Priority	Need Urgency   Factor 4	Effort Level	Example	Weight	Score (Weight)
1	Urgent	Highest	Ex: State of AK (Critical - Short Time Frame)	3	
2	High	High	Ex: Need for Associates who Support Members	2	
3	Med	Med	Ex: Need for Associates who Support Members	1	
<b>Course Category Score Total</b>					

Priority	Customer Urgency   Factor 5	Weight	Score (Weight)
1	High (Proactively)	4	
2	Med (Proactively)	3	
3	High (Reactively)	2	
4	Low	1	
<b>Customer Urgency Score Total</b>			

Priority	Audience Size   Factor 6	Weight	Score (Weight)
1	1000 - 3200	3	
2	100 - 999	2	
3	40 - 99	1	
<b>Audience Size Score Total</b>			

## ----- Overall Priority Rating -----

Factor	Overall Priority Rating	Weight	Internal Score Totals	Priority (Weight x IS Totals)
1	Strategic Impact   Factor 1	4		
2	Regulatory Impact   Factor 2	4		
3	Stakeholder Impact   Factor 3	3		
4	Need Urgency Impact   Factor 4	3		
5	Customer Urgency   Factor 5	2		
6	Audience Size   Factor 6	2		
<b>Overall Priority Rating</b>				