

# Cathy Moore Action Mapping



**CATHY MOORE ACTION MAPPING** IS AN INNOVATIVE APPROACH TO INSTRUCTIONAL DESIGN THAT FOCUSES ON CREATING EFFECTIVE LEARNING EXPERIENCES. DEVELOPED BY CATHY MOORE, A RENOWNED LEARNING STRATEGIST AND AUTHOR, THIS METHOD EMPHASIZES THE IMPORTANCE OF IDENTIFYING SPECIFIC ACTIONS THAT LEARNERS NEED TO PERFORM IN THEIR ROLES RATHER THAN SIMPLY ABSORBING INFORMATION. BY EMPLOYING ACTION MAPPING, EDUCATORS AND ORGANIZATIONS CAN CREATE TARGETED TRAINING PROGRAMS THAT LEAD TO TANGIBLE PERFORMANCE IMPROVEMENTS. THIS ARTICLE WILL DELVE INTO THE PRINCIPLES OF ACTION MAPPING, ITS PROCESS, BENEFITS, AND PRACTICAL APPLICATIONS IN VARIOUS CONTEXTS.

## UNDERSTANDING ACTION MAPPING

ACTION MAPPING IS A VISUAL FRAMEWORK THAT HELPS INSTRUCTIONAL DESIGNERS AND TRAINERS ALIGN LEARNING OBJECTIVES WITH REAL-WORLD ACTIONS. IT IS A STRATEGIC APPROACH THAT PRIORITIZES THE DESIRED OUTCOMES OF TRAINING, ENSURING THAT EVERY COMPONENT OF THE LEARNING EXPERIENCE IS PURPOSEFUL AND EFFICIENT. THE METHODOLOGY ENCOURAGES A SHIFT FROM TRADITIONAL CONTENT-DRIVEN TRAINING TO A MORE ACTION-ORIENTED MODEL THAT FOCUSES ON WHAT LEARNERS NEED TO DO, THEREBY INCREASING ENGAGEMENT AND RETENTION.

## CORE PRINCIPLES OF ACTION MAPPING

1. **PERFORMANCE FOCUS:** THE PRIMARY GOAL OF ACTION MAPPING IS TO ENHANCE PERFORMANCE. INSTEAD OF CREATING TRAINING BASED ON WHAT LEARNERS SHOULD KNOW, ACTION MAPPING EMPHASIZES WHAT THEY SHOULD BE ABLE TO DO IN THEIR ROLES.
2. **VISUAL REPRESENTATION:** ACTION MAPPING UTILIZES VISUAL TOOLS TO MAP OUT THE LEARNING OBJECTIVES, ACTIONS, AND SUPPORTING CONTENT. THIS VISUAL REPRESENTATION ALLOWS FOR BETTER CLARITY AND COMMUNICATION AMONG STAKEHOLDERS.
3. **LEARNER-CENTRIC:** THE APPROACH CENTERS AROUND THE LEARNERS' NEEDS AND CONTEXT, ENSURING THAT THE TRAINING IS RELEVANT AND APPLICABLE TO THEIR DAILY TASKS.
4. **ITERATIVE PROCESS:** ACTION MAPPING IS NOT A ONE-TIME TASK BUT AN ITERATIVE PROCESS. IT ALLOWS FOR CONTINUOUS FEEDBACK AND REFINEMENT TO IMPROVE LEARNING OUTCOMES.

# THE ACTION MAPPING PROCESS

THE ACTION MAPPING PROCESS CONSISTS OF SEVERAL KEY STEPS THAT GUIDE INSTRUCTIONAL DESIGNERS IN DEVELOPING EFFECTIVE TRAINING PROGRAMS. BELOW IS AN OUTLINE OF THESE STEPS:

## 1. DEFINE THE BUSINESS GOAL

THE FIRST STEP IS TO CLEARLY IDENTIFY THE BUSINESS GOAL THAT THE TRAINING AIMS TO ACHIEVE. THIS COULD INVOLVE INCREASING SALES, IMPROVING CUSTOMER SERVICE, OR ENHANCING COMPLIANCE. THE GOAL SHOULD BE SPECIFIC, MEASURABLE, AND ALIGNED WITH THE ORGANIZATION'S OBJECTIVES.

## 2. IDENTIFY THE TARGET AUDIENCE

UNDERSTANDING THE TARGET AUDIENCE IS CRUCIAL FOR CREATING RELEVANT TRAINING. THIS INVOLVES ANALYZING THE LEARNERS' ROLES, SKILLS, KNOWLEDGE GAPS, AND ANY CHALLENGES THEY FACE IN THEIR WORK ENVIRONMENT.

## 3. SPECIFY THE REQUIRED ACTIONS

ONCE THE BUSINESS GOAL AND TARGET AUDIENCE ARE ESTABLISHED, THE NEXT STEP IS TO DETERMINE THE SPECIFIC ACTIONS THAT LEARNERS NEED TO PERFORM TO ACHIEVE THE DESIRED OUTCOMES. THIS MAY INVOLVE:

- CONDUCTING INTERVIEWS WITH SUBJECT MATTER EXPERTS (SMEs)
- OBSERVING EMPLOYEES IN THEIR WORK ENVIRONMENT
- ANALYZING PERFORMANCE METRICS

## 4. CREATE AN ACTION MAP

WITH THE REQUIRED ACTIONS IDENTIFIED, INSTRUCTIONAL DESIGNERS CAN CREATE AN ACTION MAP. THIS VISUAL REPRESENTATION TYPICALLY INCLUDES:

- THE BUSINESS GOAL AT THE TOP
- THE IDENTIFIED ACTIONS BRANCHING OUT BELOW
- THE KNOWLEDGE AND SKILLS NEEDED TO PERFORM EACH ACTION
- THE POTENTIAL BARRIERS TO PERFORMANCE

THIS MAP SERVES AS A GUIDE THROUGHOUT THE DEVELOPMENT PROCESS, ENSURING THAT ALL TRAINING COMPONENTS ARE ALIGNED WITH THE DESIRED ACTIONS.

## 5. DEVELOP SUPPORTING MATERIALS

BASED ON THE ACTION MAP, DESIGNERS CAN NOW CREATE SUPPORTING MATERIALS AND RESOURCES. THIS MAY INCLUDE:

- JOB AIDS
- INTERACTIVE E-LEARNING MODULES
- SCENARIOS AND SIMULATIONS
- WORKSHOPS AND COACHING SESSIONS

THE FOCUS SHOULD BE ON PROVIDING JUST-IN-TIME RESOURCES THAT ENABLE LEARNERS TO PERFORM THE REQUIRED ACTIONS

EFFECTIVELY.

## 6. IMPLEMENT AND EVALUATE

ONCE THE TRAINING MATERIALS ARE DEVELOPED, THEY CAN BE IMPLEMENTED IN THE ORGANIZATION. IT IS ESSENTIAL TO GATHER FEEDBACK FROM LEARNERS AND STAKEHOLDERS DURING THIS PHASE. EVALUATION SHOULD FOCUS ON BOTH THE EFFECTIVENESS OF THE TRAINING AND ITS IMPACT ON PERFORMANCE. KEY PERFORMANCE INDICATORS (KPIs) SHOULD BE ESTABLISHED TO MEASURE SUCCESS.

## BENEFITS OF ACTION MAPPING

CATHY MOORE'S ACTION MAPPING APPROACH OFFERS SEVERAL ADVANTAGES FOR ORGANIZATIONS AND INSTRUCTIONAL DESIGNERS:

### 1. IMPROVED LEARNING OUTCOMES

BY FOCUSING ON SPECIFIC ACTIONS, LEARNERS ARE MORE LIKELY TO RETAIN INFORMATION AND APPLY IT IN REAL-WORLD SITUATIONS. THIS LEADS TO IMPROVED JOB PERFORMANCE AND BETTER OVERALL RESULTS FOR THE ORGANIZATION.

### 2. ENHANCED ENGAGEMENT

ACTION MAPPING ENCOURAGES ACTIVE PARTICIPATION AND ENGAGEMENT FROM LEARNERS. BY INVOLVING THEM IN THE LEARNING PROCESS AND ADDRESSING THEIR NEEDS, TRAINING BECOMES MORE RELEVANT AND IMPACTFUL.

### 3. EFFICIENT USE OF RESOURCES

ACTION MAPPING MINIMIZES WASTED EFFORT BY CONCENTRATING ON WHAT TRULY MATTERS. THIS APPROACH HELPS ORGANIZATIONS ALLOCATE RESOURCES MORE EFFECTIVELY, LEADING TO COST SAVINGS AND OPTIMIZED TRAINING EFFORTS.

### 4. CLEARER COMMUNICATION

THE VISUAL NATURE OF ACTION MAPPING FACILITATES COMMUNICATION AMONG STAKEHOLDERS, INCLUDING INSTRUCTIONAL DESIGNERS, SMEs, AND BUSINESS LEADERS. THIS CLARITY HELPS ENSURE THAT EVERYONE IS ON THE SAME PAGE, LEADING TO SMOOTHER COLLABORATION.

## PRACTICAL APPLICATIONS OF ACTION MAPPING

ACTION MAPPING CAN BE APPLIED ACROSS VARIOUS SECTORS AND TRAINING CONTEXTS. HERE ARE SOME EXAMPLES:

### 1. CORPORATE TRAINING

IN CORPORATE ENVIRONMENTS, ACTION MAPPING CAN BE USED TO DEVELOP TRAINING PROGRAMS FOR SALES TEAMS, CUSTOMER

SERVICE REPRESENTATIVES, AND COMPLIANCE TRAINING. BY IDENTIFYING SPECIFIC ACTIONS THAT EMPLOYEES NEED TO PERFORM, ORGANIZATIONS CAN CREATE TARGETED TRAINING THAT DRIVES PERFORMANCE IMPROVEMENTS.

## 2. EDUCATIONAL SETTINGS

EDUCATORS CAN UTILIZE ACTION MAPPING TO DESIGN CURRICULA THAT FOCUS ON SKILLS AND COMPETENCIES RATHER THAN ROTE MEMORIZATION. THIS APPROACH ENCOURAGES STUDENTS TO ENGAGE ACTIVELY WITH THE MATERIAL AND APPLY THEIR LEARNING IN MEANINGFUL WAYS.

## 3. NONPROFIT ORGANIZATIONS

NONPROFITS OFTEN FACE UNIQUE CHALLENGES IN TRAINING VOLUNTEERS AND STAFF. ACTION MAPPING CAN HELP THESE ORGANIZATIONS CREATE EFFECTIVE TRAINING PROGRAMS THAT ADDRESS SPECIFIC NEEDS, SUCH AS FUNDRAISING STRATEGIES, COMMUNITY ENGAGEMENT, AND PROGRAM IMPLEMENTATION.

## 4. TECHNOLOGY AND E-LEARNING

WITH THE RISE OF ONLINE LEARNING PLATFORMS, ACTION MAPPING CAN BE INTEGRATED INTO E-LEARNING COURSES TO ENHANCE INTERACTIVITY AND LEARNER ENGAGEMENT. BY FOCUSING ON ACTIONS, E-LEARNING MODULES CAN BE DESIGNED TO SIMULATE REAL-WORLD SCENARIOS AND PROVIDE IMMEDIATE FEEDBACK.

## CONCLUSION

CATHY MOORE'S ACTION MAPPING IS A POWERFUL INSTRUCTIONAL DESIGN METHODOLOGY THAT SHIFTS THE FOCUS FROM CONTENT DELIVERY TO PERFORMANCE OUTCOMES. BY IDENTIFYING SPECIFIC ACTIONS THAT LEARNERS NEED TO TAKE, ORGANIZATIONS CAN CREATE TARGETED TRAINING PROGRAMS THAT LEAD TO IMPROVED PERFORMANCE AND ENGAGEMENT. WITH ITS VISUAL REPRESENTATION AND ITERATIVE PROCESS, ACTION MAPPING PROVIDES A CLEAR FRAMEWORK FOR DEVELOPING EFFECTIVE LEARNING EXPERIENCES. AS ORGANIZATIONS CONTINUE TO EVOLVE, ADOPTING ACTION MAPPING CAN ENSURE THAT TRAINING REMAINS RELEVANT, EFFICIENT, AND IMPACTFUL IN DRIVING SUCCESS.

## FREQUENTLY ASKED QUESTIONS

### WHAT IS CATHY MOORE'S ACTION MAPPING?

CATHY MOORE'S ACTION MAPPING IS A VISUAL AND SYSTEMATIC APPROACH TO INSTRUCTIONAL DESIGN THAT FOCUSES ON ALIGNING TRAINING WITH BUSINESS GOALS AND DESIRED BEHAVIORS. IT EMPHASIZES IDENTIFYING SPECIFIC ACTIONS LEARNERS NEED TO PERFORM, RATHER THAN JUST ACQUIRING KNOWLEDGE.

### HOW DOES ACTION MAPPING DIFFER FROM TRADITIONAL INSTRUCTIONAL DESIGN?

UNLIKE TRADITIONAL INSTRUCTIONAL DESIGN, WHICH OFTEN FOCUSES ON CONTENT DELIVERY, ACTION MAPPING PRIORITIZES REAL-WORLD ACTIONS AND OUTCOMES, ENSURING THAT LEARNING EXPERIENCES ARE DIRECTLY TIED TO PERFORMANCE IMPROVEMENT AND ORGANIZATIONAL OBJECTIVES.

### WHAT ARE THE KEY STEPS IN THE ACTION MAPPING PROCESS?

THE KEY STEPS IN THE ACTION MAPPING PROCESS INCLUDE DEFINING THE BUSINESS GOAL, IDENTIFYING THE DESIRED ACTIONS, DETERMINING WHAT LEARNERS NEED TO KNOW TO PERFORM THOSE ACTIONS, AND DESIGNING ACTIVITIES THAT SUPPORT



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*Cathy Li - Agenda Contributor | World Economic Forum*

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