

LEARNING, UPGRADED FIELD TOOL

Measurement Evidence Ladder

A one-page ladder for moving from completion data toward stronger evidence of readiness, behavior, adoption, manager observation, workflow impact, and business contribution.

Try this one thing today

Pick one program and move the evidence plan one level stronger than completion.

Use this when

- A leader asks for impact but the team only has completions.
- The program needs a realistic evidence plan before launch.
- The team needs to say what the evidence can and cannot prove.

Systems thinking move

Start with the decision the evidence needs to support. Then choose the smallest credible signal that connects learning to readiness, behavior, adoption, workflow, or contribution.

Quick use

Pick the weakest evidence you have today, then move one level stronger before building a larger dashboard.

Working rows

Completion

What to do: People finished the assigned item.

What it tells you about the system: Useful for access and compliance, weak as proof of performance.

Relevance and confidence

What to do: People say the support fits their work.

What it tells you about the system: Useful as a design signal, weak alone as proof of learning.

Knowledge or decision check

What to do: People answer questions or choose the right path in a scenario.

What it tells you about the system: Stronger when the scenario mirrors the work.

Practice or work sample

What to do: People demonstrate the task in a realistic practice setting.

What it tells you about the system: Shows readiness before live performance.

Manager observation

What to do: Managers use a simple rubric to observe behavior.

What it tells you about the system: Turns coaching into a lightweight evidence source.

Workflow signal

What to do: Operational data moves in the expected direction.

What it tells you about the system: Shows contribution, but still needs caveats about other causes.

Three ways to act

Manual way

Write one decision, one behavior, one evidence signal, one owner, and one evidence limit on a single page before creating a report.

Microsoft 365 or Google Workspace way

Use Forms, Sheets, Excel, Lists, Power BI, Looker Studio, or a shared scorecard to collect one readiness signal and one follow-up behavior signal.

AI-assisted way

Use AI to draft evidence options, rubric criteria, manager observation questions, caveats, and leader-ready summaries from approved data. A person validates every claim.

AI output validation

These prompt starters were created for the May 2026 model landscape. Verify all AI outputs before using them with learners, reviewers, leaders, customers, partner teams, or compliance-sensitive work. Do not paste sensitive or proprietary material into an AI tool unless your organization has approved that tool for that data.

Unconventional moves

- Add a negative proof statement: this evidence does not prove business causation by itself.
- Measure readiness before launch. It is cheaper to learn that people are not ready before they touch live work.
- Use manager observation as data only when the criteria are consistent.
- Create a rotating deep-evaluation schedule. Not every program needs the deepest evidence every time.

Copy-ready structure

Use the HTML page for the copy button. This PDF includes the working fields so you can recreate the structure in Word, Docs, Excel, Sheets, Lists, or a shared planning note.

- Completion: People finished the assigned item.
- Relevance and confidence: People say the support fits their work.
- Knowledge or decision check: People answer questions or choose the right path in a scenario.
- Practice or work sample: People demonstrate the task in a realistic practice setting.
- Manager observation: Managers use a simple rubric to observe behavior.
- Workflow signal: Operational data moves in the expected direction.