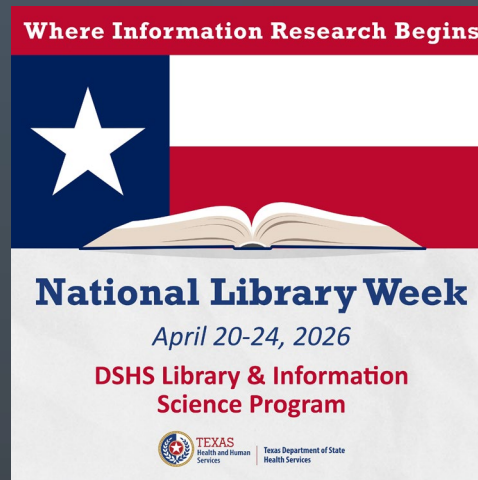


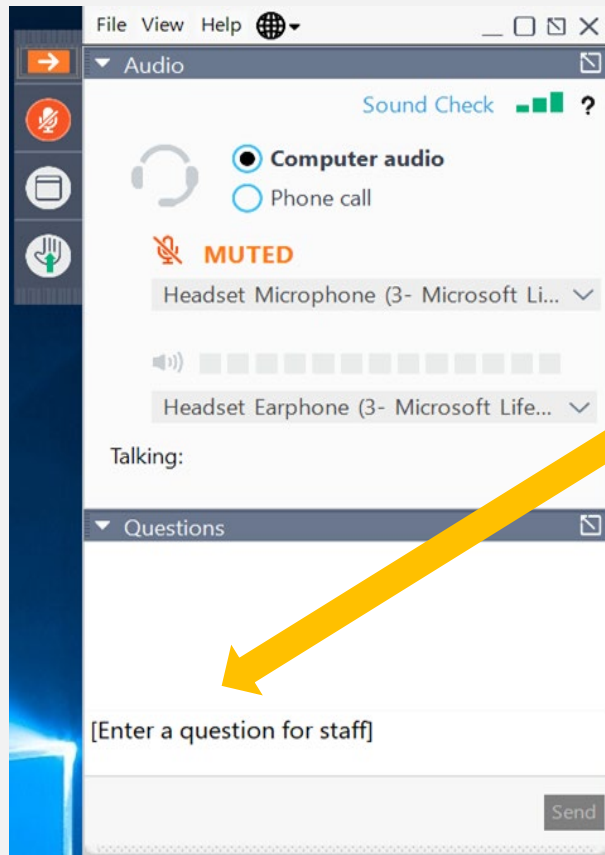
Power Up Your Team Huddles

Micro Learns That Stick in 5 Minutes or Less

Katy Glazebrook, MS, CHES, CWP, CTCM
Workforce Development Training Specialist



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Power Up Your Team Huddles

Micro Learns That Stick in 5 Minutes or Less



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Workforce Development
Training Specialist



TEXAS
Health and Human
Services

Texas Department of State
Health Services

Power Up

Your Team Huddles

Micro-Learns That Stick in 5 Minutes or Less

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Workforce Training Specialist VI

Office of Workforce & Partnership Advancement
Center for Public Health Policy and Practice

Friday, April 24, 2026



Agenda



What is a Team Huddle and Microlearning?



Why Microlearning Works for team Huddles?



How to Incorporate a Microlearning into a Team Huddle



Review and Conclusion



Learning Objectives

01 DESCRIBE

four principles of microlearning and recognize when it is—and is not-- the right approach

02 IDENTIFY

four “plug-and-play” micro-learn formats to use for team huddle

03 TRACK

the impact with lightweight metrics

04 APPLY

the 5-Step microlearning design model for team huddles



What is a Team Huddle and Microlearning?



Team Huddles

Brief, recurring in-person or virtual check-ins to keep teams aligned and connected.



Employee Spotlight



Action Plan



Process Improvement



Poll 1

Are you holding team huddles?

- A. Yes, daily, weekly, bi-weekly, or monthly
- B. Inconsistent
- C. None



Microlearning – Defined

Microlearning breaks down content into **short, bite-sized lessons focused on one concept at a time.**



Everything Old is
New Again



Accessed: <https://pmc.ncbi.nlm.nih.gov/articles/PMC11774797/>, February 2, 2026

Accessed: <https://www.td.org/talent-development-glossary-terms/what-is-microlearning>, March 18, 2026

Accessed: https://link.springer.com/rwe/10.1007/978-1-4419-1428-6_1583, April 2, 2026

The Four Microlearning Principles



Short



Focused



Interactive



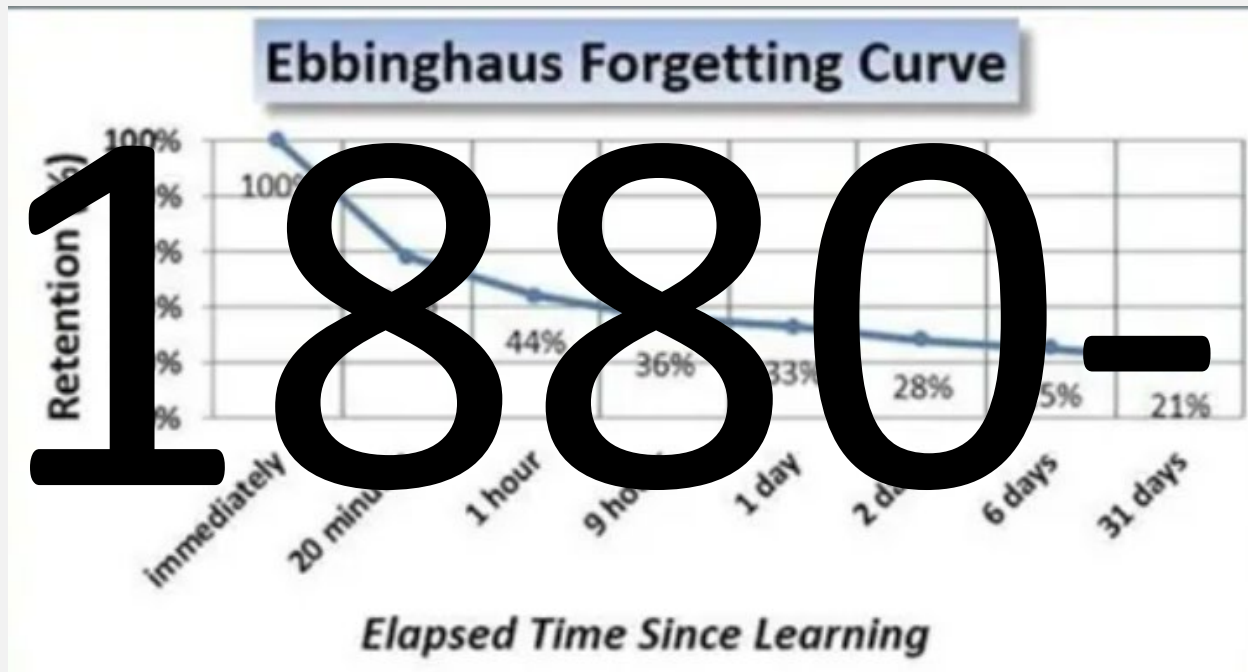
Flexible

Why Microlearning Works for Team Huddles



Microlearning Theory

- German psychologist, Hermann Ebbinghaus pioneered the scientific study of memory, introducing concepts like the learning curve and forgetting curve.



1880-

} 1885

- Within the first hour of learning, roughly 50% of information is forgotten.
- Within a month up to 80% of new information is forgotten.



Accessed: [0121BBDA-FBB5-43B4-83F1-6585FEE4543C.jpeg](https://www.ncbi.nlm.nih.gov/pmc/articles/PMC4492928/) (533x309), February 2, 2026

Accessed: <https://www.sciencenewstoday.org/the-forgetting-curve-why-we-forget-and-how-to-remember-more>, February 2, 2026

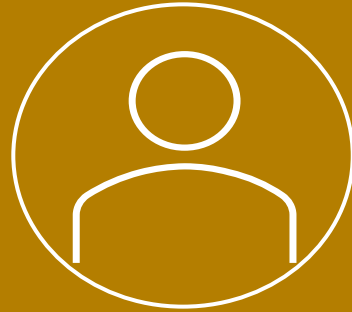
Accessed: <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC4492928/>, March 18, 2026

Challenges in the Workforce



Time Constraints

- 59% Millennials and 70% of Gen Z develop new skills weekly.
- Only devote 1% of working week to development



Changing Demographics

- New generations entering workforce change what content is most effective



Engagement

- 34% of employees are “engaged”
- Disengaged teams cost global economy \$8 trillion annually



Retention and Application

- Is the content doing what it was intended for?

Accessed: <https://www.cipd.org/globalassets/media/knowledge/knowledge-hub/reports/2023-pdfs/2023-learning-at-work-survey-report-8378.pdf>, March 18, 2026

Accessed: <https://www.deloitte.com/global/en/issues/work/genz-millennial-survey.html>, March 12, 2026

Accessed: <https://www.gallup.com/workplace/349484/state-of-the-global-workplace.aspx>, April 2, 2026

Top 100 Tools for Learning 2025

 **Video remains central to learning**

Short videos, demos, and explainers are still the most-used learning format

 **AI tools are now mainstream**

Learners are using AI daily for search, support, and on-the-job problem solving

 **Social and informal learning is resurging**

Learning happens through peer sharing, conversations, and collaboration

 **Shift toward personal, just-in-time learning tools**

People want answers in the moment, not long courses

Benefits of Microlearning for Team Huddles

Keep prep light and re-use high while giving us something to **measure** beyond attendance

Improved retention—Research shows it can boost information **retention by 80%**

Creates **consistency** and **quick practice**--- not just status updates

Higher engagement when people know its going to be short



When Microlearning Works (and when it doesn't)

✓ For day-to-day job tasks and quick reinforcement

✓ Short, spaced learning moments over time

✗ For high-risk, complex, or deep-skill training that requires coaching

✗ No — it supports deeper learning, it doesn't replace it

✓ One objective + practice + reinforcement

✓ Recognition, recall, and application—not mastery



Texas Department of State Health Services

Poll 2

What is your biggest barrier to adding microlearning to team huddles?

- A. Prep time
- B. Choosing topic
- C. Engagement
- D. Other
- E. All of them!



How to Incorporate a Microlearning into a Team Huddle



Tips for Success-Part 1

Decide on the Topic

- **FOCUS** on **ONE** skill or behavior
- **ALIGNS** with team goals

Example

Collecting As-it-Happens Insertion Points

Please provide your observations in relation to your jobs and tasks.

What do you do now?

Area Store manager

Task Inventory / merchandising

What has changed recently?

We are preparing for Black Friday. How do I know what to order?

What knowledge or solution do you need?

Ordering Black Friday

Rate the impacts to results

Low  High

Tips for Success – Part 2

Structuring = Roadmap and Formats

- **FOCUS** on **ONE** skill or behavior
- **ALIGNS** with team goals

- **ROADMAP** what will be covered and the **ONE OBJECTIVE**

Four “Plug-and-Play” Formats for Huddles

SOP Spotlight

- Review a key process
- Show how it’s done
- Ask questions: *“What’s our double check?”*

Safety Snapshot

- Share a near-miss story
- Discuss prevention tips
- Highlight safety reminders



Case Snippet

- Describe a short scenario
- Ask for solutions
- Discuss lessons learned

Skills Micro-Drill


- Practice a quick skill
- Do a fast demo
- Try a mini challenge

Accessed: <https://www.articulate.com/blog/microlearning-examples/>, March 23, 2026


Tips for Success – Part 3

Deliver Engaging Elements

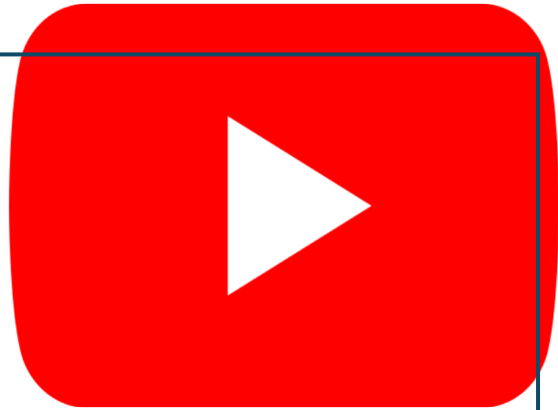


- 
- **FOCUS** on **ONE** skill or behavior
 - **ALIGNS** with team goals

- **ROADMAP** what will be covered and the **ONE OBJECTIVE**

- Use **INTERACTIVE** engaging elements
 - Encourage **COLLABORATION**
- 

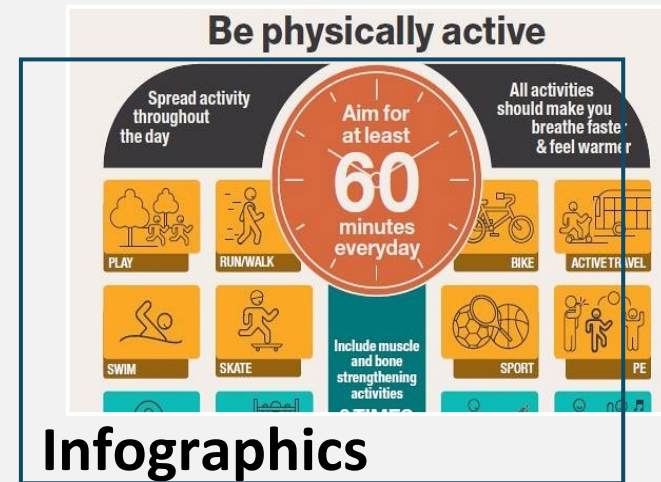
Microlearning Delivered in Action



Bite-sized Videos



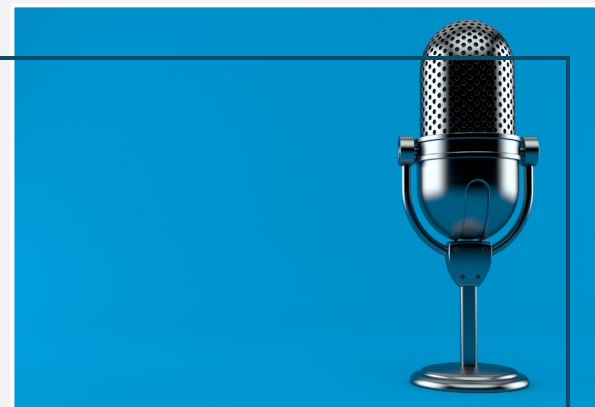
Mini-Quizzes



Infographics



Game Elements



Brief Podcasts

Tips for Success – Part 4

Reinforcing = Interactivity and Reflection

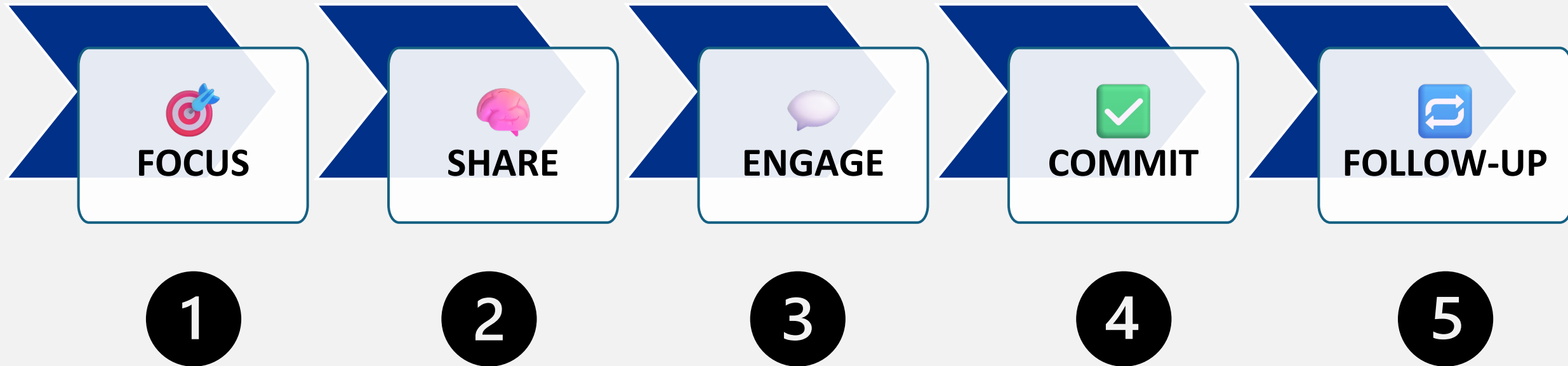
- **FOCUS** on **ONE** skill or behavior
- **ALIGNS** with team goals

- **ROADMAP** what will be covered and the **ONE OBJECTIVE**

- Incorporate **INTERACTIVE** engaging elements
- Encourage **COLLABORATION**

- **REINFORCE** with a clear takeaway
- **FOLLOW UP** on next huddle with check-in on shared wins

The 5-Step Microlearning Design Model for Team Huddles



Measuring Impact

Focus on Behavior—Not Dashboards



ENGAGED?

- Participation
- Questions
- Shared Examples



REINFORCE

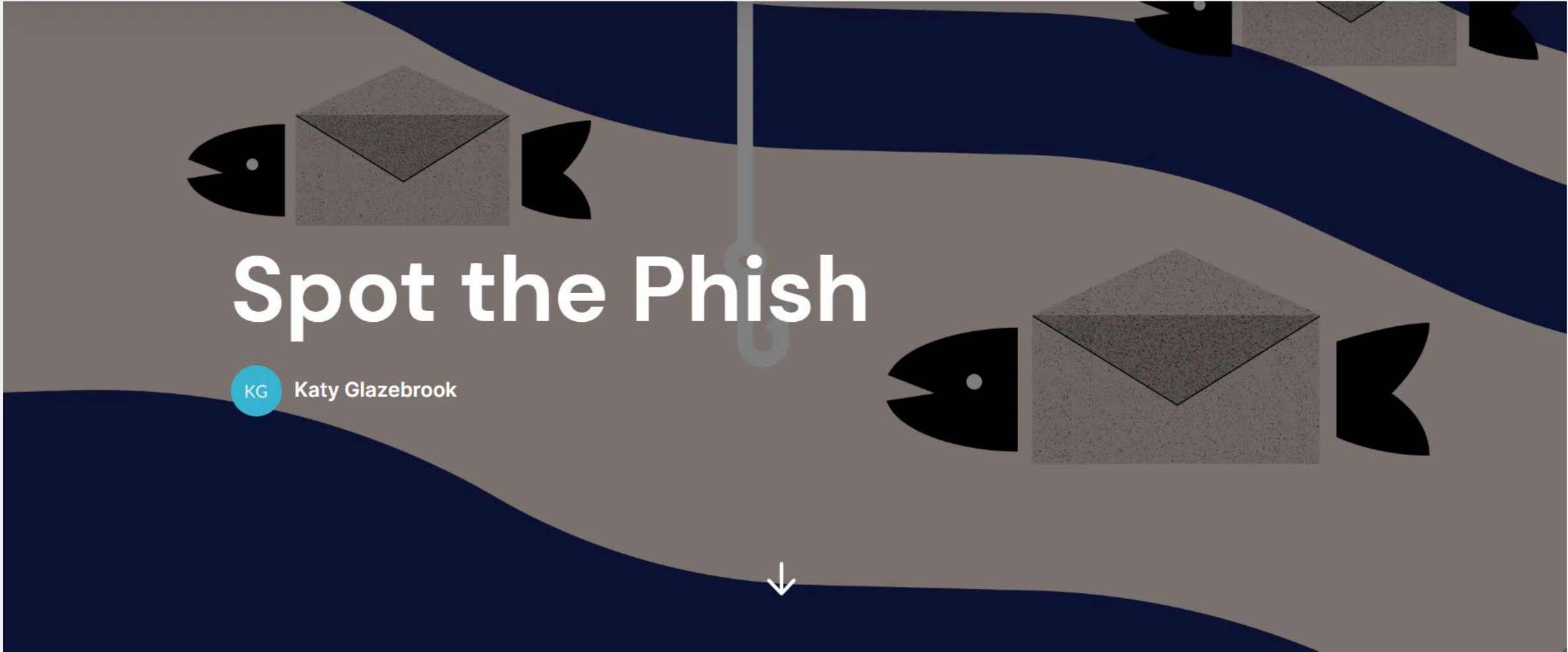
- One follow-up question
- Revisit next huddle
- Short reminders



APPLY

- Behavior change
- Fewer errors
- Smoother work

Microlearning Example



Review and Conclusion



Let's Review: What to Remember & Apply

- Defined Team Huddles + Microlearning
- Short, recurring check-ins
- One focused learning moment
- 📌 Microlearning fits inside the huddle—not on top of it

 **WHAT**

- We forget quickly without reinforcement
- Time, engagement, retention are real challenges
- 📌 Short, spaced learning sticks

 **WHY**

- One clear takeaway
- Check-in at the next huddle
- 📌 Learning grows through repetition and use

 **MAKE IT STICK**

- Choose one behavior or skill
- Use simple formats (snapshot, case, drill)
- Run it in 5 minutes or less

 **HOW**



Before We Close...Let's Reflect & Commit

 What was the best **TIP** for you?

 **Finish this sentence:** *In my next team huddle, I will...*



***“Extended reflection without action,
is a form of procrastination.”***

-Adam Grant-



What is a gift that came in a form of an idea, learning, aha moment, or insight that you have received in last two days that you can share or teach it with someone?

Q & A

Type questions into the Questions box in the Control Panel



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www.dshs.texas.gov/office-practice-learning/public-health-workforce-training