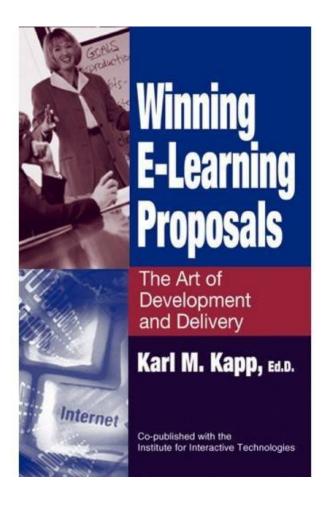


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#### About the Author

Karl M. Kapp, Ed.D., CFPIM, CIRM, is a leading expert in the field of e-learning, Assistant Director of the well-known and prestigious Institute for Interactive Technologies and Associate Professor at Bloomsburg University, where he teaches classes on writing winning e-learning proposals. Dr. Kapp earned his doctorate of education in Instructional Technology from the University of Pittsburgh. He is an experienced practitioner and consultant on retainer with several e-learning software firms and is the software editor of the trade magazine APICS -The Performance Advantage. Dr. Kapp has hundreds of published articles to his credit and has published several successful books. He is a popular speaker at both national and international learning conferences.

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By divjot

The book details each of the steps involved in responding to an RFP. From analyzing the RFP, researching and preparing the written proposal, its submission and finally presenting it to your potential client.

The book is very practical in its structure - a chapter dedicated to each section of a proposal. Chapters begin with 'Why this section is needed' which provides a complete rationale for including that section in your proposal. For most of us on the team who were new to proposal writing, this was helpful in developing an appreciation and correct orientation to the proposal writing process. This is followed by a detailing of what content should, and more importantly should not, go into the section. Finally there are examples culled from RFP's. The examples, both good and bad, were a great springboard to begin writing our own proposal.

I would draw special attention to the 'Defining the Problem' chapter. Following the 'Requirements Matrix' the 'Thought Provoking Questions' and included sample 'Problem Definition Worksheet' helped us identify and home in on the 'problem'. This is perhaps by far the most critical aspect of the proposal writing process. I would suggest taking this chapter seriously.

At another level, having the book around cut short many debates and disagreements within the team about how to go about a certain issue. It helped us stay focused.

On the whole this book is a very practical guide to complete the task at hand. I recommend it highly.

2 of 2 people found the following review helpful.

...and writing E-Learning Proposals

By Clark Aldrich

I cannot imagine WRITING an e-learning proposal of any kind without reading this knowledgeable book. The relationship between implementing enterprise and vendor is the fulcrum of a effective program, and this book will increase the odds of success, not just in finding the right partner and structuring the right arrangement, but rolling out the right work.

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