

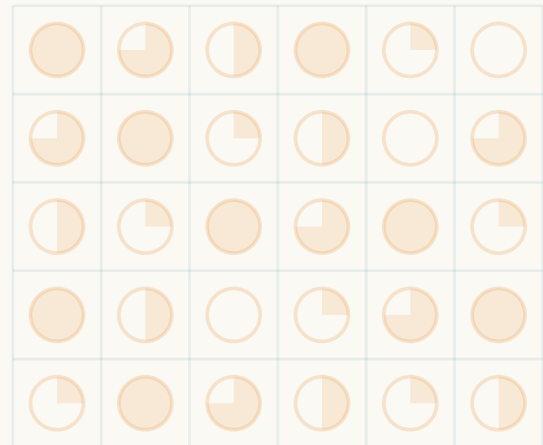


AN ARDENT WORKSHOP PRODUCT

# Free Coverage Checker

Flag your single points of failure — free from Ardent Workshop.

[Start here](#)



# Your free coverage checker

A fast, free way to see your team's coverage risk. Put your people down one side and a few tasks across the top, and record how far along each person is with the four-step ILUO scale — In training, Limited, Unsupervised, Operator. The checker counts who can run each task alone and flags the single points of failure: the tasks only one person can cover.

	Level	What it means	Coverage
<input type="radio"/>	<b>Not assessed</b>	Leave the cell blank — no training recorded for this person on this task yet. Treat a blank as a gap until someone is assessed, not as a quiet pass.	Not yet coverage
<input type="checkbox"/>	<b>In training</b>	Learning the task under direct instruction. Cannot work it without a trainer alongside. A cross-training candidate, not yet coverage.	Not yet coverage
<input type="checkbox"/>	<b>Limited</b>	Can do the task with help or supervision, or can do part of it unaided. Not yet signed off to work alone — the closest candidate to becoming coverage.	Not yet coverage
<input type="checkbox"/>	<b>Unsupervised</b>	Fully competent. Works the task alone, to standard, with no supervision. This is the first step that counts toward coverage.	Counts as coverage
<input type="checkbox"/>	<b>Operator (can train others)</b>	Fully competent, and able to train and sign off other people on this task. Counts toward coverage and is your cross-training capacity for it.	Counts as coverage

## How to use it

- 1 Open Coverage-Checker-Board.xlsx in Excel or Google Sheets.
- 2 List your people and a few tasks, then pick a level in each cell from the dropdown.
- 3 Read the flag row: a red ! is a single point of failure — one person away from trouble; a is no coverage at all.

**READY TO CLOSE THE GAPS, NOT JUST SEE THEM?**

This checker shows you the risk. The full Cross-Training & Coverage Planner helps you fix it: set a coverage target for every task, see the gap against it, and get a suggested trainer-and-trainee pairing for each gap — plus a tracker, a progress log, and four plain-English guides, in one owned spreadsheet (Excel, Google Sheets, or LibreOffice). [Get the full Cross-Training & Coverage Planner >](#)

Free checker from Ardent Workshop. The example team is fictional and illustrative. This is a planning template, not HR, legal, safety, or compliance advice, and not a certification of anyone's competence. ILUO is a generic training scale; not affiliated with or endorsed by any standards body.