

# *Delivering your organisational learning using creative technology*



**premierIT**

*e-Learning Development*

## All the training your staff need... at the touch of a button

At Premier IT we design, develop and deliver high quality e-Learning solutions to a wide range of organisations in the commercial and public sectors.

Our e-Learning solutions bring improved accessibility and flexibility to your staff learning programmes, enabling you to distribute learning to your employees quickly and easily.

With our dedicated personnel, capability, experience and reputation as a leading supplier of learning solutions we will ensure your e-Learning is:

- delivered quickly
- fully accessible
- cost effective
- easy to maintain
- SCORM compliant

## What can we offer...

Through our range of bespoke and off-the-shelf e-Learning solutions we can help to train your staff in any subject matter you need.

### Bespoke e-Learning

Tailored to the specific needs of your organisation, our e-Learning solutions:

- are designed to engage learners with interactive content
- contain a high degree of interactivity and questioning to retain interest and confirm understanding using proven instructional design methods
- are straightforward, consistent and logical to improve learner familiarity with the process of learning online
- map content precisely to your subject matter materials
- are fully customisable to align with your corporate branding, terminology and imagery
- tailor content to meet your organisation's specific processes and procedures
- can be easily updated to include amended or new content
- have powerful assessment capabilities
- can be deployed rapidly

Depending on what you require, we adopt a *show me, try me, quiz me* learning methodology for simulation based systems application e-Learning, or a *train me, quiz me* approach for more soft skills based topics.



### Popular e-Learning subject matter and content includes:

- **HR procedures**  
Induction, Health & Safety and Compliance
- **Employee development**  
Diversity at Work, Effective Communications and Management & Leadership Skills
- **Business critical software systems**  
CRM, Finance and HR systems
- **NHS e-Learning**  
Junior Doctor Induction, Infection Control and Safeguarding Children
- **Product knowledge**  
new product launches, sales and refresher training

### Off-the-shelf e-Learning

We are also able to supply a comprehensive library of off-the-shelf e-Learning modules.

These are generic modules, ideal if you do not have a requirement for learning to be specific to your organisation.

These can be provided in several areas including IT skills e.g. Microsoft Office suite, and soft skills.

Off-the-shelf e-Learning for IT skills can be supplemented with Floor-walking or demand-driven classroom training, for those users that are culturally more receptive to traditional learning methods, or where new concepts have to be absorbed quickly across the workforce.

## Why use e-Learning?

Whether e-Learning is used as part of a blended learning programme or a stand alone method, our clients use it to achieve a wide variety of aims, including:

- facilitating an Induction process
- meeting regulatory compliance requirements
- rolling out new/existing procedures to staff
- training employees in new software applications
- improving staff knowledge of products/services

## Our approach to e-Learning...

At Premier IT we work with our clients to achieve learning-driven change and workforce performance improvement. Our heritage in delivering excellent Instructor-led training ensures that we understand what makes for a good training experience and are therefore ideally placed to translate this into great e-Learning.

Our clients work with us because they trust in our ability to produce high quality content on time and to budget. They value our creativity, instructional design skills and the way we focus on achieving their learning objectives.

Because of our consultative approach we pride ourselves on a high level of customer service, a good understanding of our clients' business needs and strong project management expertise. All these factors combine to ensure that both your organisation and your staff get the most from your learning programmes. We can even assist with the change management process in order to achieve cultural buy-in to e-Learning as a training method.

As a provider of a full suite of learning technologies, including CPD and e-Portfolio software, training management systems and Social Learning Environments (SLE), we can work with you to fully integrate your e-Learning into your training programmes.

## Accessing your e-Learning...

**There are several ways that we can make your e-Learning accessible to staff. These include:**

- the **Premier IT Learning Management System (LMS)**
- a web portal to enable staff to access the e-Learning modules online
- integration of e-Learning modules into your organisation's own LMS
- duplication of e-Learning onto CD/DVD
- for NHS organisations we can also integrate with the National Learning Management System (National LMS)

### Key benefits of e-Learning

- reduce learning time and training overheads
- reuse learning materials again and again
- track and measure the success of training using sophisticated reporting capabilities
- provide consistent delivery of corporate messages
- provide a motivational training experience through exciting, engaging and interactive learning
- enable staff to take control of their own learning paths
- increase buy-in from employees and embed learning into the culture of your workplace
- improve staff skill levels and job satisfaction

## The Premier IT LMS...

Using our SCORM compliant LMS will enable you to **deploy, manage, track and report** on your e-Learning programmes. With an intuitive user interface, your employees will be able to access your e-Learning from anywhere and at anytime.

Features such as automated course assignment and self-registration can help to cut administration time and costs dramatically. Sophisticated reporting capabilities allow you to obtain accurate information on staff learning progress and performance, and measure the ROI of e-Learning programmes.

You can even facilitate your staff Induction programmes by enabling access to prospective employees before they start their employment – so they are ready to go from day one.

### **Key user features:**

- intuitive user interface with quick and easy navigation
- secure login functionality
- easy access through any internet connection, anytime, anywhere
- course catalogue for user browsing and online booking
- personalised user profiles
- save progress and return at a later date to complete e-Learning courses

### **Key administrator features:**

- reporting with export functionality
- variable user and administrator permissions
- user self-registration
- automatic assignment and enrolment of courses to users and groups
- print, save and email certificates

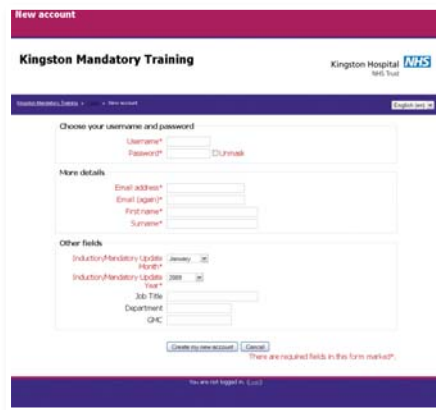
### **More than just an LMS...**

- **LMS hosting** – we will manage the hosting of your LMS using our secure co-location centre, so you do not have to make any changes to your own IT systems or infrastructure
- **Initial setup and technical support** – we will provide the required technical support and consultancy as part of your LMS implementation, with ongoing telephone and remote support for the duration of your contract
- **Integration with other learning technologies** – our LMS can enable you to integrate your learning materials with other learning technologies, such as our training management system, social learning tools and professional development software

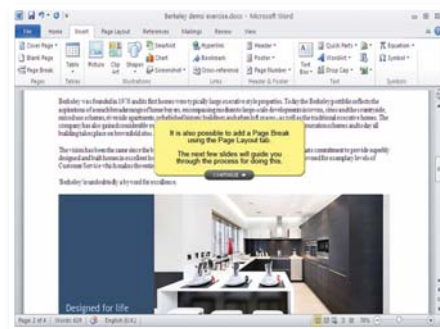
## LMS - Dashboard



## LMS - User self-registration



## Software simulation



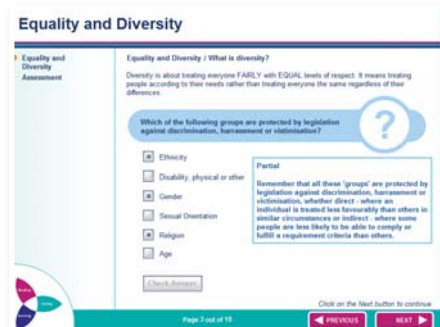
## Interactive picture with captions



## Drag and drop question



## Multiple choice question



We recently worked with Brighton and Sussex University Hospitals NHS Trust to implement induction e-Learning to ensure compliance with the Clinical Negligence Scheme for Trusts.

*"The e-Learning modules are professional and the LMS system has been invaluable over the last month, providing us with on the day/hourly results of the mandatory questionnaires and Induction training our new starters needed to complete. Premier IT has been brilliant throughout the setting up process and very attentive; always happy to help and provide advice."*

Sarah Wotton, Medical Education Centre Secretary, Brighton and Sussex University Hospitals NHS Trust

## Who are we...

Premier IT is a workforce performance improvement specialist.

We deliver a wide range of innovative IT and learning solutions to over 500 clients across London and the UK.

In addition to our **e-Learning Development** services we also provide:

- IT & Business Skills Training
- NHS Training & Development
- Professional Development Software
- Website Development
- Cloud Computing & IT Support



## Contact us

020 7837 2690

e-learning@premierit.com

www.premierit.com/e-learning

New Premier House 150 Southampton Row London WC1B 5AL