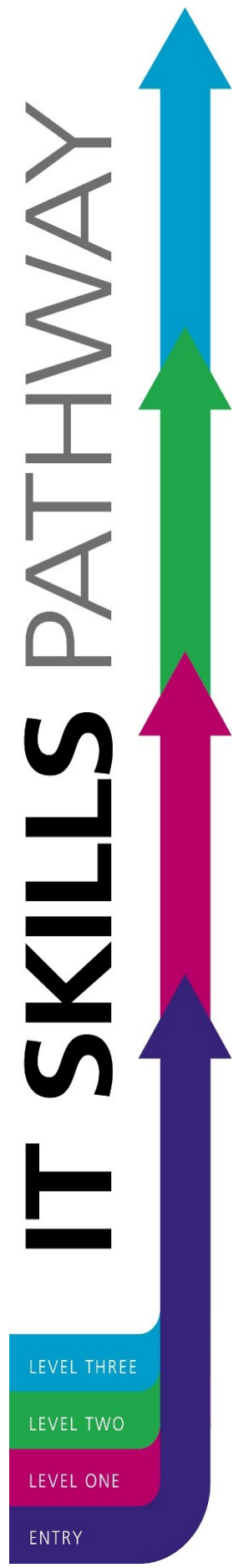


# IT Skills Development E-bulletin

<p>Stuck with an IT Training problem? Do the sensible thing .....</p>		
<p>This month, Maude is going to explain how the team go about testing new learning materials and assessments.</p>	<p>“Whenever we have new materials to test, the first thing we do is contact our list of volunteers”</p>	
<p>“If you want to be added to that list then you can email us at <a href="mailto:it.skills@hscic.gov.uk">it.skills@hscic.gov.uk</a>”</p>	<p>“We then email all the volunteers to give them two weeks notice of what we want to test and see if they’re available to help”</p>	
<p>“The first 20 available testers are then sent information on when and how to test materials”</p>	<p>“Testers have two weeks to provide feedback....”</p>	
<p>“.. and all the feedback is then collated and used to amend and improve the materials”</p>	<p>“Without volunteers to test, the materials would not be as good as they are – so a big thanks to you all”</p>	



## Level 2 Word 2010 assessments now available

We are very pleased to inform you that the first of the level 2 assessments, level 2 Microsoft Word 2010, are now available through the tracking system. This means that you can now offer your learners both a diagnostic and post learning assessment for the level 2 Word course.

Level 2 - Microsoft Word 2010 - Full course  
Call David on 0111 11828856 9am-5pm

expand all || collapse all

- Working with documents
  - Diagnostic Assessment Not attempted
  - View documents
    - Started 0 mins (average time 8 mins)
  - Navigate documents
    - Not started 0 mins (average time 4 mins)
  - Use the Document Navigation pane
    - Not started 0 mins (average time 4 mins)
  - Use document properties
    - Not started 0 mins (average time 2 mins)
  - Save documents
    - Not started 0 mins (average time 3 mins)
  - Work with AutoRecover and document versions
    - Not started 0 mins (average time 3 mins)
  - Post Learning Assessment
    - Not attempted

[Download consolidation exercise](#) [Rate this](#)

The menus within the level 2 (and 3) materials are slightly different to entry and level 1 so we are running webinar sessions to highlight the differences for centres. If you'd like to attend one of these sessions please refer to the "New menus webinars" article in this bulletin.

One of the new developments for the level 2 (and 3) assessments is the addition of the coloured 'blobs' to denote if a learners response to a question was correct (green 'blob') or incorrect (red 'blob'). This gives the learner a bit of feedback as they are undertaking the assessment.

If you are interested in helping us with any of the future assessment testing please let us know by email, [it.skills@hscic.gov.uk](mailto:it.skills@hscic.gov.uk).

## August IT Skills Pathway Tracking System Webinar

The August IT Skills Pathway Tracking System webinar will be held on Tuesday 20 August, 10:00 – 12:00. If you would like to attend please contact us by email ([it.skills@hscic.gov.uk](mailto:it.skills@hscic.gov.uk)) and we'll book you in. We will send the dial in details out to those booked on about a week before each session.

If you would like to attend a webinar but are unavailable on this date please let us know and we'll look into adding another date into the diary.

Please also contact us by email ([it.skills@hscic.gov.uk](mailto:it.skills@hscic.gov.uk)) if you are interested in these sessions but are not yet set up as a centre.

## e-Type

As some of you will be aware we have an agreement in place with Type & Test for NHS centres to access e-Type courseware for free. The three year agreement comes to an end on 31 October 2013.

If you are interested in accessing this free touch typing training or want to continue your access after the 31 October then please contact Andy Stevenson for more information.

Email: [NHS@typeandtest.com](mailto:NHS@typeandtest.com)

Phone: 01480 861867

## NHS MOST awards

After a bumper month of activity (1,586 exams) the NHS MOST programme has come to an end, we thought you may be interested to see some statistics about the programme.

**Total exams—18,706**

**Pass rate—62%**

Since the programme's inception, here are the top ten centres:-

Centre	Exams
Leicester HIS	725
Calderdale & Huddersfield NHS Foundation Trust	651
Derbyshire HIS	602
United Lincolnshire Hospitals	578
Blackpool Teaching Hospitals NHS Foundation Trust	518
Norfolk Community Health and Care NHS Trust	496
Walsall Teaching PCT	459
NHS South of Tyne & Wear	456
NHS Manchester	433
East Lancashire Hospitals NHS Trust	418



We've had over 4,500 respondents to our exam survey which shows that:-

- 91% have increased their productivity
- 93% say that MOST has helped them with day to day tasks
- 99% would recommend MOST to their colleagues

## National and Regional awards

National Top Centre	Leicester HIS
East Midlands	Leicester HIS
North West	Blackpool Community Healthcare Trust
North East	South Tees NHS Trust
East of England	Princess Alexandra Hospital Trust

South East Coast	No 'eligible' centre
South Central	No 'eligible' centre
South West	No 'eligible' centre
London	No 'eligible' centre
West Midlands	No 'eligible' centre

### NHS MOST:

No. of exams completed in June 2013 1586

No. of exams completed since 1st July 2012 6310

### Top MOST centres:

- 1 Leicester HIS
- 2 Birmingham and Solihull Mental Health NHS Foundation Trust
- 3 Blackpool Teaching Hospitals NHS Foundation Trust
- 4 United Lincolnshire Hospitals
- 5 Southampton University Hospitals NHS Trust
- 6 Lancashire Teaching Hospitals NHS Trust
- 7 Wrightington, Wigan and Leigh NHS Foundation Trust
- 8 Norfolk Community Health and Care NHS Trust
- 9 Sheffield Teaching Hospitals NHS Trusts
- 10 Guy's and St Thomas' NHS Foundation Trust

### Top Pathway centres:

- 1 Sheffield Teaching Hospitals NHS FT
- 2 Northumbria Healthcare NHS Trust
- 3 University of Manchester
- 4 NHS England
- 5 South Staffordshire HIS
- 6 Sussex Community NHS Trust
- 7 University Hospitals of Morecambe Bay FT
- 8 Lewisham NHS Trust
- 9 Birmingham Community Healthcare Trust
- 10 Oxford Health NHS FT

### Pathway elearning:

No. of learners in June 2013 2382

No. of learners accessing since 1st July 2012 53895

## New menus webinars

You may have noticed that there are differences between the elearning menu styles for entry/level 1 and level 2/3 materials.

We will be changing the entry and level 1 menus to be the same style as level 2 and 3. As you will be aware we are also in the process of producing assessments for the level 2 and 3 elearning.

The above changes will mean that there will be slight differences and things to consider when you create your customised courses. With this in mind we thought it would be useful to offer you some webinars to explain how things will be different and to give you demos of the new menus.

We have booked in two more sessions (details below), after a good turn out on the first webinar Please let us know if you would like to attend one of the below sessions and we will send you the dial in information.

Date	Time
Thursday 8 August	14:00—14:30
Friday 23 August	11:00—11:30

If you would like to learn more about the new menus but are unavailable on these dates please let us know and we'll look into adding additional dates into the diary.

Please also contact us by email ([it.skills@hscic.gov.uk](mailto:it.skills@hscic.gov.uk)) if you are interested in these sessions but are not yet set up as a centre.



### Contact us:

Email: [it.skills@hscic.gov.uk](mailto:it.skills@hscic.gov.uk)  
Web: [www.itskills.nhs.uk](http://www.itskills.nhs.uk)