

# IT Skills Development E-bulletin

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## Changes to the Programme from 1 July 2013

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At the recent round of face to face user groups we presented a number of significant changes to the IT Skills Pathway Programme which will take effect from July 1st 2013.

A summary of these changes is given below including details of a webinar that we will be hosting that you can attend to ask any questions you may have after having read the following information.

The key messages are:-

- All elearning via the IT Skills Pathway Tracking System remains available **free of charge** to NHS centres (visit our website at <http://www.itskills.nhs.uk/prospectives.aspx?tab=pathway> for the list of courses).
- New diagnostic and post-learning assessments with printable 'in house' certificates will be produced and funded for Level 2 and 3 – production commencing July 2013.
- MOST exams, GMetrix practice tests and printable CCI learning materials will no longer be centrally funded from July 1, 2013.
- To continue using MOS exams, GMetrix practice tests and CCI Learning please contact Paul Tilley at Prodigy Learning - [Paul.tilley@prodigy.com](mailto:Paul.tilley@prodigy.com) .
- Microsoft IT Academy elearning (for Office 2003 and technical elearning) will no longer be centrally hosted or funded.

We understand that, having had a chance to reflect on these changes, you may have more questions. For this reason we have arranged a webinar where you will have the opportunity to ask any further questions. This will take place on Tuesday 16 April from 2pm to 3pm. The link to attend the webinar is <https://connectingforhealth.webex.com/connectingforhealth/j.php?ED=183013732&UID=1184352&RT=MiMyMQ%3D%3D>.

If you haven't used our webinar system before we can send you some instructions for use, please contact us by email at [it.skills@nhs.net](mailto:it.skills@nhs.net) or [it.skills@hscic.gov.uk](mailto:it.skills@hscic.gov.uk).

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IT SKILLS PATHWAY

The large vertical diagram on the right side of the page shows the IT Skills Pathway with four levels represented by colored boxes and upward-pointing arrows. From bottom to top: a purple box for 'ENTRY', a pink box for 'LEVEL ONE', a green box for 'LEVEL TWO', and a blue box for 'LEVEL THREE'. The text 'IT SKILLS PATHWAY' is written vertically to the left of the boxes.

## Elearning Materials Update

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We have a few updates for you regarding the elearning and resources available within the tracking system.

Level 3 MOST - Microsoft Excel 2010 - Expert  
Call David on 0111 11828856 9am-5pm



We are pleased to inform you that the learning materials for Excel Level 3 2010 are now available for use. As with all of our elearning you can create a Level 3 Excel 2010 course by selecting it from the drop down list in the 'Course Setup' tab. For more information about creating courses please read the 'How do I create a course?' FAQ in the support tab of the tracking system.

We have also just released the consolidation exercises for Level 2 Excel 2010 and Level 2 PowerPoint 2007. Your learners can now access these from within their learning and these will help them to practice what they have learnt.

Level 2 MOST - Microsoft PowerPoint 2007 - Full Course  
Call David on 0111 11828856 9am-5pm

The screenshot shows a user interface for a PowerPoint course. At the top, there is a pink header bar with the text 'Working in PowerPoint'. Below this, there are three main sections, each with a title and a status bar: 'View presentations in different ways' (Not started, 0 mins, average time 3 mins), 'View multiple presentation windows' (Not started, 0 mins, average time 2 mins), and 'Configure PowerPoint options' (Not started, 0 mins, average time 2 mins). At the bottom of the interface, there are two buttons: 'Download consolidation exercise' and 'Rate this'.

## Change of Organisation to HSCIC from NHS CFH

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Health & Social Care  
Information Centre

As you will probably be aware we at NHS Connecting for Health are merging with the NHS Information Centre to become the Health and Social Care Information Centre (HSCIC) on 1 April 2013.

The IT Skills Pathway will not be affected by this change in terms of what is available and how it is delivered but we will be changing our email addresses. The new IT Skills Pathway email address will be [it.skills@hscic.gov.uk](mailto:it.skills@hscic.gov.uk), however the old email address of [it.skills@nhs.net](mailto:it.skills@nhs.net) will forward on for the time being.

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## April IT Skills Pathway Tracking System Webinar

For those who are new to delivering the IT Skills Pathway, these webinars are for people who are set up with access to the tracking system to show you what it is capable of, including how to monitor learner progress and personalise certificates. It also provides some different scenarios as to how you can make the best use of the system. We also have live demonstrations of the tracking system so you can get an accurate view of what it looks like and how easy it is to use and navigate around.

The April session will be held on Friday 19 April, 10:00 – 12:00. If you would like to attend please contact us by email 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 contact us by email ([it.skills@nhs.net](mailto:it.skills@nhs.net) or [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.

### NHS MOST:

No. of exams completed in February 2013 **351**

No. of exams completed since 1st July 2012 **3043**

### Top Pathway centres:

- |   |   |
|---|---|
| 1 Powys Teaching Health Board             | 6 Birmingham Community Healthcare Trust |
| 2 Lancashire Teaching Hospitals           | 7 Lewisham NHS Trust                    |
| 3 United Lincolnshire Hospitals NHS Trust | 8 University of Portsmouth              |
| 4 Dorset PCT                              | 9 NHS Gloucestershire Care Services     |
| 5 Ipswich Hospital NHS Trust              | 10 Oxford Health NHS Foundation Trust   |

### Top MOST centres:

- |   |   |
|---|---|
| 1 United Lincolnshire Hospitals           | 6 Norfolk Community Health and Care NHS Trust     |
| 2 Papworth Hospital NHS FT                | 7 North Cumbria Informatics Service               |
| 3 South Tees Hospitals NHS Trust          | 8 Bolton Hospitals NHS FT                         |
| 4 Birmingham Community Healthcare Trust   | 9 Sue Ryder Care                                  |
| 5 Lancashire Teaching Hospitals NHS Trust | 10 Calderdale & Huddersfield NHS Foundation Trust |

### Pathway elearning:

No. of learners in February 2013 **1631**

No. of learners accessing since 1st July 2012 **39432**

### Contact us:

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

