IT Skills Development E-bulletin

Happy Birthday Knowledge Bank !

Royal Devon & Exeter lead the way

The IT Skills Pathway Knowledge Bank is one year old on 3 November 2015. We thought the best way to celebrate this was by contacting the centre that uses it the most to find out the secrets of their success and what they like about it.

So, over to the IMT training team from the Royal Devon and Exeter NHS Foundation Trust to tell us more….
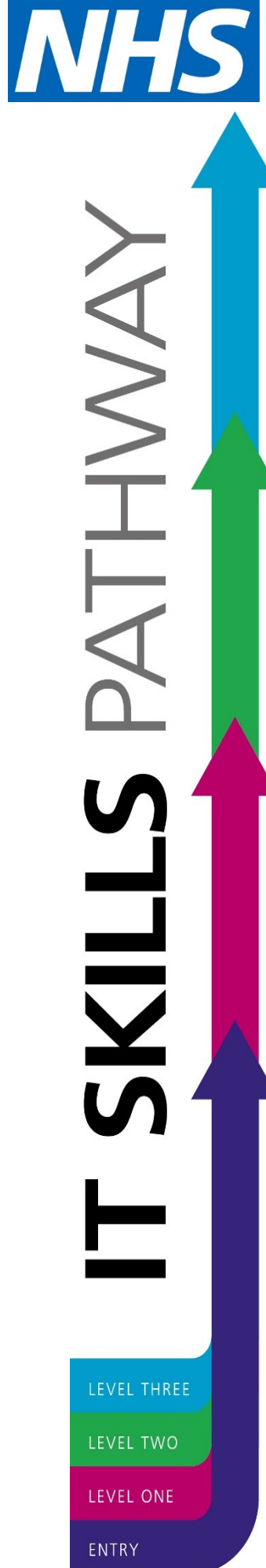
The Royal Devon and Exeter IMT Training Team (from left to right), Bill Baker, Gaye Callachan, Joanne Bishop, Sadie Denford and Tenzin Wangdi

"We've been using the Knowledge Bank since it was released late last year. We've put a link to it on our Intranet site so it's quick and easy to access for all our learners that just need to learn one or two points rather than having to do a long course.

It's easy and simple to use and, as it can be accessed from anywhere with an Internet connection, it helps with our organisation's efficiency by enabling people to immediately find their own answers to Microsoft Office queries without having to log requests with the IT service desk or training team.

Because learners can choose between the voice over videos and/or the short e-learning modules it suits a variety of learning styles and tells them just what they need to know. We also find that the learners often go on to access the full IT Skills Pathway courses so it acts as a 'lead in' to further study and development".

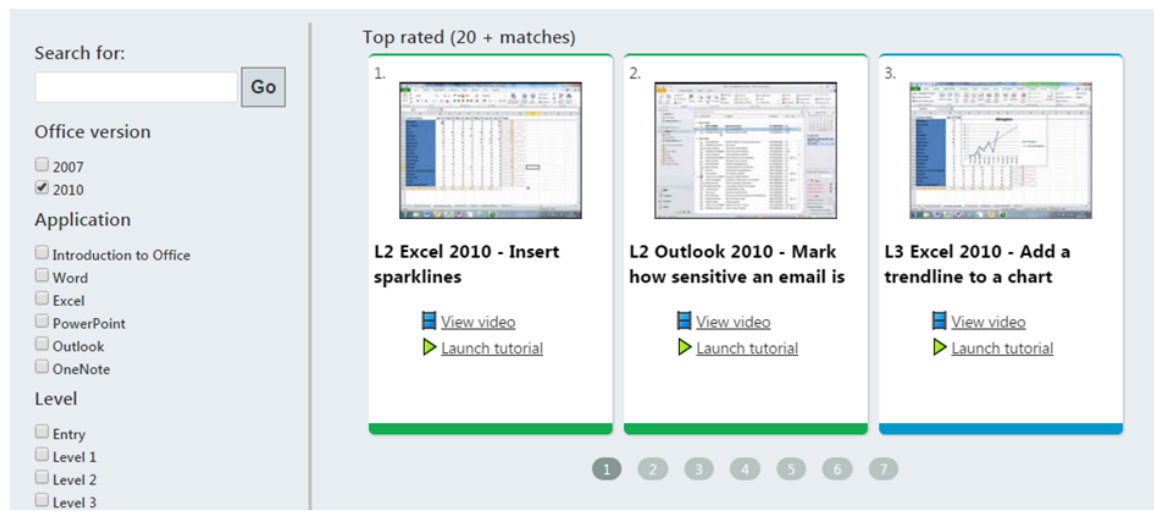*"It helps our organisation's efficiency by reducing time and costs"*

IT SKILLS PATHWAY

LEVEL THREE

LEVEL TWO

LEVEL ONE

ENTRY

IT SKILLS PATHWAY

LEVEL THREE

LEVEL TWO

LEVEL ONE

ENTRY

Happy Birthday Knowledge Bank!

"When learners have completed the full courses it then acts as a great reference resource to access whenever required. The standardised, quality controlled resources are also much better than our learners using online forums to get the answers they need.

The Knowledge Bank helps to fulfil our visions of learner centred delivery, self-motivation, staff development and promoting greater engagement as well helping to build staff confidence in using Microsoft Office. As it is part of the IT Skills Pathway we get it for free meaning that it's very cost effective."

Search for:

[Go]

Office version
☐ 2007
☑ 2010

Application
☐ Introduction to Office
☐ Word
☐ Excel
☐ PowerPoint
☐ Outlook
☐ OneNote

Level
☐ Entry
☐ Level 1
☐ Level 2
☐ Level 3

Top rated (20 + matches)

1. **L2 Excel 2010 - Insert sparklines**
   View video
   Launch tutorial

2. **L2 Outlook 2010 - Mark how sensitive an email is**
   View video
   Launch tutorial

3. **L3 Excel 2010 - Add a trendline to a chart**
   View video
   Launch tutorial

① ② ③ ④ ⑤ ⑥ ⑦

The IT Skills Pathway Knowledge Bank gives all staff access to "just in time" training putting the learner in control.

Rather than using a search engine, staff are accessing quality controlled, standardised training resources.

For more information or to watch a short video demonstration, please visit http://www.itskills.nhs.uk/products.aspx or email it.skills@hscic.gov.uk

Known Issue Reporting

Known issues with the IT Skills Pathway are now going to be displayed on the IT Skills Pathway Tracking System Login page. This is in addition to the current notification emails that will continue to be sent to Centre Managers on such issues as web outages.

IT Skills Pathway Annual Survey!

Thank you to all of you who completed our 2015 Annual Survey. The results are now being collated and a full report will be published shortly.

Strongly agree ✓
Agree
Disagree
ly disagree

IT Skills User Groups - Autumn 2015

Our Autumn IT Skills User Groups are now very close. If you wish to attend then please reserve your place now, by e-mailing it.skills@hscic.gov.uk. As well as the usual updates about the IT Skills Pathway and the chance to share your experiences, we hope to be able to demonstrate a prototype of our new HTML 5.0 compliant Content Management System (CMS)

Location	Venue	Date	Time
Newcastle	Durham House, Washington	Tuesday 3rd November	10:30—14:00
Manchester	North Manchester General	Thursday 5th November	10:30—14:00
Redditch	Prospect House	Tuesday 10th November	10:30—14:00
London	Skipton House	Tuesday 17th November	10:30—14:00
Huntingdon	Serco ASP	Thursday 19th November	10:30—14:00
Leeds	Trevelyan House	Friday 20th November	10:30—14:00
National Webinar	Online WebEx	Thursday 26th November	10:30—14:00

IT Skills Pathway Tracking System Webinar

We run monthly two hour training webinars for new centres or centres wanting a refresh about using the Pathway and materials. The IT Skills Pathway Tracking System webinars go through the tracking system and materials in lots of detail and give attendees an opportunity to ask lots of questions.

The November session will be held on Thursday 12th November, 10 - 12. If you would like to attend, please contact us by email (it.skills@hscic.gov.uk) and we'll book you in. The dial in details will be sent out to those who have booked approximately a week before each session.

If you would like to attend a webinar but are unavailable on the above date, the next one will be held on Tuesday 8th December 10-12. Please also contact us by email (it.skills@hscic.gov.uk) if you are interested in these sessions but are not as yet set up as a centre.

Top Pathway centres:

1 University of Manchester

2 Teesside University

3 Staffordshire and Stoke on Trent Partnership NHS Trust

4 Devon Partnership NHS Trust

5 University of Portsmouth

6 Sheffield Teaching Hospitals NHS Foundation Trust

7 Imperial College Healthcare NHS Trust

8 Northumbria Healthcare NHS Trust

9 Cumbria Partnership NHS Foundation Trust

10 Gloucestershire Hospitals NHS Foundation Trust

Pathway learning:

No. of learners in September 2015   2957

Total pathway learners (since release 4)   172903

IT SKILLS PATHWAY

Contact us:

Email: it.skills@hscic.gov.uk
Web: www.itskills.nhs.uk