

IT Skills Development E-bulletin

Has your centre completed the 2017 Annual Survey?

All centre managers should have now received the **2017 IT Skills Pathway Annual Survey** in your Inbox, thank you to all who have already completed this.

As an added incentive to complete the survey this year, we are offering one lucky respondent the chance to win a free Content Creator licence (our in house elearning development software). The winner will be picked at random after the survey closes.

So for your chance to win a free Content Creator licence please take this opportunity to tell us about your centre, let us know what we do well and where we could improve. Alternatively ask another member of the team to complete on your centres behalf, **only one survey is required per centre**. The survey takes less than 5 minutes to complete and will be available until 03/11/2017.

This feedback is important to ensure we continual improve everything we do here at the IT Skills Pathway, from the provision of good service to the development of quality training products used by your organisation. Give us the full picture by completing your survey today.



We're all Ears

New Social Media Courses Published to all Centres

As requests by centres the new Social Media courses (learning) have now been published.

LinkedIn and **Twitter** courses  are now available at your centre .



Calling all Testers—Word and PowerPoint 2016 for the Workplace

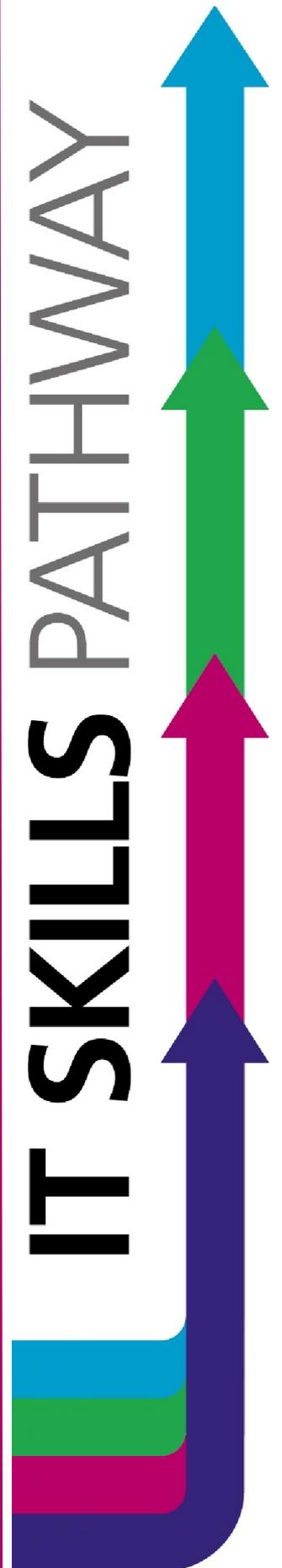
We are aware that some centres are moving to Office 2016, to support these centres we are in the process of creating new courses for Office 2016. We're now looking for testers to run through the new **Word and PowerPoint 2016 for the Workplace** (learning) and feedback any issues. If your centre is interested in helping us with this, please raise a ticket with the subject "Word 2016 testing".

Office 2010 versions of "For the Workplace" courses

Although this is a very good suggestion the materials cannot be combined at a national level. Local centres can however use CMS to create custom courses.



IT SKILLS PATHWAY



New Developments this Quarter

Here's a round up of all the **new** and **exciting** developments that are available for your centre now.....

July

- We launched **new Secure Delegate Logins** . Your delegates can now secure logins to the IT Skills Pathway Learning Portal with a password. A Quick Start Guide “**Setup a Delegate Password**” has been made available from the **Tracking System, Trainer Resources** section, to help you and your delegates through the recommended process to set up a delegate password to access the Learning Portal. The resource is a Word document and can be tailored or changed with logos and contacts specific to your centre.
- We've also **improved Administrator Password** for the Tracking System there is now a **new** password reset link. A How to guide “**Reset Administrator Password**” is available in the **Resources** section of the **Tracking System**.



See these articles in full in the [July bulletin](#)

August



- Introduction of the **new FREE no obligation 30 day Content Creator trial**. To receive your free trial a quote or to make an enquiry, raise a ticket on the Tracking System with the subject: **Content Creator**. Read this article in full in the [August bulletin](#).

NB: Centres must attend, or have previously attended, Content Management System (CMS) training prior to applying for the Content Creator trial. Offer limited to one 30 day trial per centre.

September

- We've developed **new LinkedIn** and **Twitter** courses and they will be available at your centre this month.
- Publication of our **new strategy**, now available from the Tracking System, **Resources** tab, in the **Trainer resources** section.



To read more see the [September bulletin](#)

”How to.....”

Q. How do I get help from the IT Skills Pathway Team?



A. If you have a question for us, just raise a **Ticket on the Tracking System—this is for all technical and non-technical support issues, queries, training—everything!**

The only exception to this would be if the system was down in which case you should email it.skills@nhs.net



Content Creator—Free 30 Day Trial—Reminder

Reminder to all centres — 30 Day **FREE** Trial of **Content Creator**
AVAILABLE NOW

Ever wondered how we produce high quality IT Skills Pathway online learning materials? The answer is we're using our own in-house authoring tool — **Content Creator**.

You don't just have to take our word for it though as we're now offering you the opportunity to try **Content Creator** for **FREE**.



To get your FREE no obligation **Content Creator** trial, receive a quote or to make an enquiry, raise a ticket on the Tracking System with the subject: **Content Creator**.

NB: Centres must attend, or have previously attended, Content Management System (CMS) training prior to applying for the Content Creator trial. Offer limited to one 30 day trial period per centre.

Autumn IT Skills Pathway User Group—Last chance to Book a Place

Attendees at the **Autumn User Groups** will get information and updates on all the latest IT Skills Pathway developments. This is also a good opportunity to meet and network with other centres and hear about what is happening in your local region.

Location:	Day:	Date:	Time:
London	Thursday	09/11/2017	10:30 to 13:00
North West	Friday	03/11/2017	10:30 to 13:00
Newcastle	Monday	13/11/2017	10:30 to 13:00
Leeds	Monday	06/11/2017	10:30 to 13:00
Redditch	Wednesday	08/11/2017	14:00 to 16:30
National Webinar	Wednesday	15/11/2017	10:00 to 12:00

Follow the location link to Eventbrite for venue details and to book a place today.

NB. If you are unable to attend one of the face to face meetings please book a place on the National Webinar where we provide most of the information available to attendees at the User Group Meetings.

Training Webinars

Content Management System (CMS) The CMS System enables centres to create bespoke courses using all of the content available from the IT Skills Pathway. Click [here](#) to view the November training dates and register for your preferred date.



IT Skills Pathway Tracking System Monthly team training webinars are available to book in November. To see dates and book a place with Eventbrite click [here](#).

Hosting Content Want to learn more about hosting your own in-house content on the Tracking System? Raise a ticket on the Tracking System and let us know your availability for a 30 minute webinar.

Learning Portal If your centre would like to arrange a training webinar to learn how to set up, configure and launch the Learning Portal please raise a ticket on the Tracking System.

Reminders Checklist



Centre Managers

- [Complete the 2017 Annual Survey](#)
- [New courses available - LinkedIn and Twitter](#)
- [Volunteer to test 2016 "for the Workplace"](#)
- [Content Creator—Free 30 Day Trial](#)
- [Autumn IT Skills Pathway User Groups—BOOK](#)
- [Book a training webinar](#)



All Tracking System Administrators

- [New courses available - LinkedIn and Twitter](#)
- [Volunteer to test 2016 "for the Workplace"](#)
- [Content Creator—Free 30 Day Trial](#)
- [Autumn IT Skills Pathway User Groups—BOOK](#)
- [Book a training webinar](#)

Top Pathway centres:

- | | |
|-------------------------------------|--|
| 1 Teesside University | 6 Sheffield Teaching Hospital NHS Foundation Trust |
| 2 University of Manchester | 7 North West Skills Development Network |
| 3 Northumbria Digital Solutions | 8 University Hospital of North Midlands |
| 4 Royal Cornwall Hospital NHS Trust | 9 University Hospitals of Morecambe Bay Foundation Trust |
| 5 University of Liverpool | 10 Rotherham, Doncaster and South Humber Mental Health |

Pathway learning:

No. of learners in September 2017	6061
Total pathway learners	251244



Contact us:

ITSP Centre: [Raise a Ticket](#)
Email: it.skills@nhs.net
Web: www.itskills.nhs.uk