IT Skills Development E-bulletin

We're all Ears

New Social Media Courses Coming Soon

We've had requests from a number of centres for Social Media courses to be made available to learners from the IT Skills Pathway. Here at the IT Skills Pathway we endeavour to supply courses based on demand to support centres…..

So we've developed **LinkedIn** and **Twitter** courses and, following testing, they will be available at your centre soon.

Calling all Testers—Word 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 replicating the popular 2013 "for the Workplace" courses and adapting for Office 2016. We're now looking for testers to run through the new **Word 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".
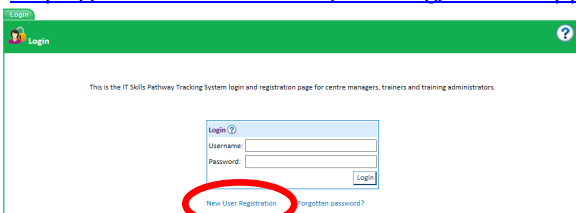
"How to….."

This month we're sharing with centres the most common question raised via our Service Desk tickets and the response…...

Q. How do I register a new administrator/trainer on the Tracking System?

A. Administrators self-register to the Tracking System. There is a useful FAQ available to help centres in the **Support/FAQ** tab on the Tracking System. The title of the FAQ is: **How do I give my colleagues access to the tracking system?**
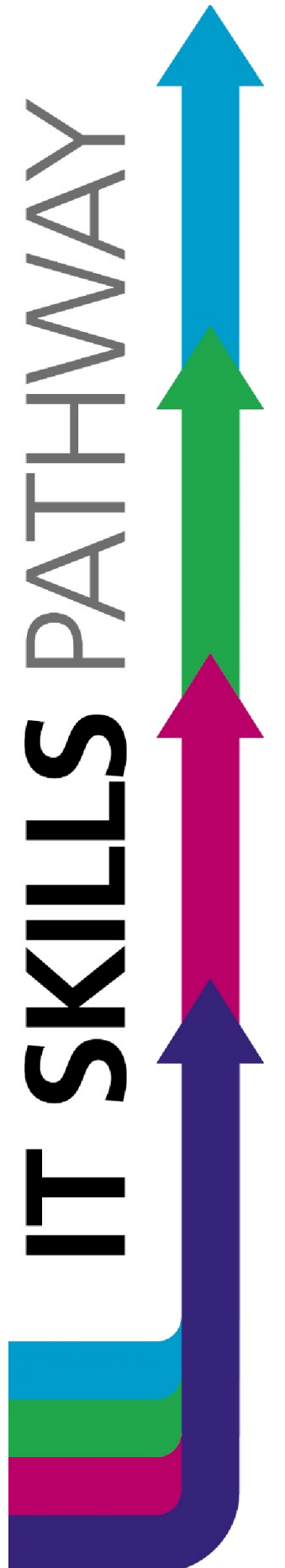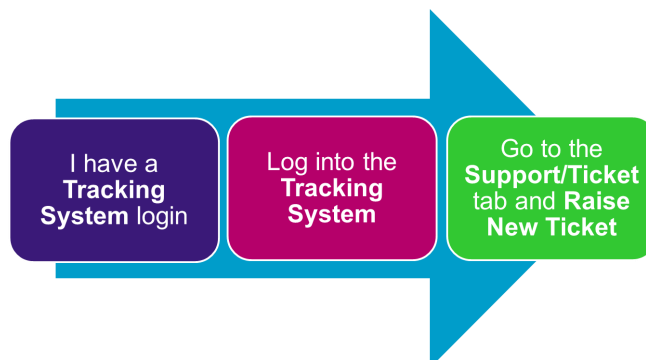
https://www.itskills.nhs.uk/tracking/centresupport.aspx?tab=faqs&FAQ=UserAcess

NB: This is the registration page for centre managers, trainers and training administrators, **NOT** learners.

If you have a question for us, just **raise a Ticket on the Tracking System** 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

| I have a **Tracking System** login | Log into the **Tracking System** | Go to the **Support/Ticket** tab and **Raise New Ticket** |

IT SKILLS PATHWAY

Content Creator—Free 30 Day Trial

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 preciously attended, Content Management System (CMS) training prior to applying for the Content Creator trial. Offer limited to one 30 day trial period per centre.

IT Skills Pathway Strategy—Published

We're regularly reviewing our services and looking to the future at the IT Skills Pathway and we want to share our plans with you.

So we've published our strategy and its available to read now from the Tracking System, **Resources** tab, in the **Trainer resources** section.

Autumn IT Skills Pathway User Group—Book a Place

Autumn User Groups—Book your 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.

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 September training dates and register for your preferred date.

IT Skills Pathway Tracking System Monthly team training webinars are available to book in October. 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.

Webinar

Reminders Checklist

✓ **Centre Managers**

- Testers—Word 2016 for the Workplace
- Register a new administrator/trainer on the Tracking System
- Content Creator—Free 30 Day Trial
- IT Skills Pathway Strategy
- Autumn IT Skills Pathway User Groups—BOOK
- Book a training webinar

✓ **All Tracking System Administrators**

- Testers—Word 2016 for the Workplace
- Register a new administrator/trainer on the Tracking System
- Content Creator—Free 30 Day Trial
- IT Skills Pathway Strategy
- Autumn IT Skills Pathway User Groups—BOOK
- Book a training webinar

Top Pathway centres:

1 Teesside University

2 University of Manchester

3 Northumbria Digital Solutions

4 Sheffield Teaching Hospital NHS Foundation Trust

5 St Anne's Hospital

6 Royal Cornwall Hospital NHS Trust

7 University of Liverpool

8 Dorset County Hospital NHS Foundation Trust

9 Devon Partnership NHS Trust

10 The Royal National Orthopaedic Hospital NHS Trust

Pathway learning:

No. of learners in August 2017	2367
Total pathway learners	245183

IT SKILLS PATHWAY