

### e-Learning



Our one-on-one tutor led interactive online training goes at precisely the pace required by the individual. It provides an optimum learning experience and will help keep your business safe and compliant.

At a fraction of the cost and less management time than you would expect, our online training has the added bonus of minimal loss of productivity because it is really efficient and flexible.

#### **Our Service**

Every company needs a competent workforce behind them in order to truly flourish as an business.

A way to achieve this is through e-learning, however a majority of people don't want to sit in front of a screen for long periods of time struggling to extract information from words on a screen.

e-Learning is an easy and simple way to consume knowledge electronically, meaning no travel needed, all these courses can be completed from your place of work or the comfort of your own home. Unlike classroom courses, e-Learning courses can be carried out at your own convenience and paused and carried on at another point in time, leaving you in control of your learning.

Our e-Learning courses focus on how learners consume knowledge and the most effective way for attendees to feel involved and engaged. We do this by creating an interactive experience for our attendees, making them feel as if they are in a classroom.

We have over 100 CPD approved courses in 6 core areas:

- Business Skills
- Health and Safety
- Heath and Social Care
- Hospitality
- Human Resources
- Mental Health and Wellbeing

Each course is priced at  $\pm 20 + vat$  per license. Buy 3 for  $\pm 50 + vat$ Buy 5 for  $\pm 80 + vat$ Buy 10 for  $\pm 140 + vat$ 

There are also specialist courses that are priced at £99 +vat

If you are ready to truly invest in your workforce then we await your call.

# Gain clarity and build confidence in your team.

#### **Business Skills**

- Anti-Bribery and Corruption
- Anti-Money Laundering
- Conflict Resolution in the Workplace
- Customer Service
- Cyber Security
- Effective Delegation
- Facebook for Business
- Introducing GDPR
- Introduction to Emotional Intelligence
- Leadership Skills
- LinkedIn for Business
- Managing Meetings

#### Hospitality

- Achieving Food Hygiene Rating Level 5
- Introduction to HACCP Level 2
- Level 1 Food Safety Catering
- Level 1 Food Safety Manufacturing
- Level 1 Food Safety Retail

- Level 2 Food Safety Catering
- Level 2 Food Safety Manufacturing
- Level 2 Food Safety Retail
- Licensed Premises Staff Training
- Supervising Food Safety Level 3

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- Negotiation
- Objective Setting
- Presentation Skills
- Prevent Duty
- Principles of Communication
- Problem Solving in a Workplace
- Project Management
- Sales Skills
- Search Engine Optimisation for Business
- Social Media for Business
- Time Management
- Twitter for Business

### Health and Safety

- Abrasive Wheels
- Allergen Awareness
- Asbestos Awareness
- Asbestos Awareness for Architects and Designers
- Assessing Display Screen Equipment
- Banksman Training
- Basic Fire Safety Awareness
- Basic Fire Safety Awareness for Care Homes
- Basic Legionella Management
- Behavioural Safety
- CDM Awareness
- Control of Substances Hazardous to Health COSHH
- Covid-19 Safe Workplaces
- Display Screen Equipment Awareness
- Drug and Alcohol Awareness
- Electrical Safety
- Emergency First Aid at Work Online Annual Refresher

- Fire Extinguisher
- Fire Marshal
- Fire Marshal for Care Homes
- Introduction to Personal Safety for Lone
  Workers
- Introduction to Risk Assessment
- Manual Handling
- Noise Awareness
- Paediatric First Aid
- Personal Protective Equipment
- Preparation for the CITB Health, Safety and Environment Test
- Sharps Awareness
- Slips, Trips and Falls
- Working at Height
- Working in Confined Spaces
- Working Safely
- Working Within the Private Security Industry
- Workplace Health and Safety

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#### Health and Social Care

- ADHD Awareness
- Autism Awareness
- Dementia Awareness
- Diabetes Awareness
- Dignity and Privacy
- Duty of Care
- End of Life Care
- Epilepsy Awareness
- Handling Information in a Care Setting
- Health and Safety in a Care Setting
- Infection Control

- Introduction to Early Years Foundation Stage
- Introduction to the Safe Handling of Medicines
- Lockdown Procedure in Schools
- Moving and Handling People
- Person-Centred Care
- Positive Handling in Schools
- Safeguarding Adults
- Safeguarding Children
- Stroke Awareness
- Understanding your Role in Care

#### Mental Health and Wellbeing

• Children and Young People's Mental Health

• Mental Health First Aid

- Depression Awareness
- Mental Health Awareness

- Nutrition and Hydration
- Supervising Mental Health at Work

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### Human Resources

- Anti Harassment and Bullying
- Developing a Workplace Mental Health Policy
- Developing Good Employee Relations
- Developing Teamwork
- Disciplinary Procedures
- Equality, Diversity and Discrimination
- Learning Disability Awareness
- Managing Occupational Health and Wellbeing

- Managing Sickness and Absence
- Mental Capacity Act and Deprivation Of Liberty Safeguards
- Preparing for a Job Interview
- Sexual Harassment in the Workplace
- Stress Management
- The Principles of Performance Management
- Your Personal Development

### Specialist Courses £99 + vat

- Level 1 Health and Safety in a Construction Environment including exam
  - Leading to CSCS Green Card)
- Alcohol Personal License Holder

- NVQ Unit Conforming to General Health, Safety and Welfare in the Workplace
- NVQ Unit Conforming to Productive Working Practices in the Workplace
- NVQ Unit Moving, Handling and Storing Resources in the Workplace

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