iTrent Learning Suite

Workforce learning transformed

Manage, create, optimise and report - all in one place

Manage your training initiatives more effectively than ever before. Create engaging, hyper-relevant materials, delivering the knowledge your organisation and employees have been waiting for. With our solution, workforce learning finally works.

Three modules, one solution:

- **iTrent Learning Management System**
- **iTrent Authoring and eLearning tool**
- **iTrent Learning**

Discover how they can transform workplace knowledge into your organisation's competitive advantage.

Why employee learning programmes need to evolve

The benefits reaped from having a corporate learning programme are staggering.

In any organisation today, new systems, processes and compliance requirements are added on what feels like a daily basis. This coupled with employees having to master multiple systems and get to grips with a variety of processes makes keeping on top of individuals training, and their learning and development needs a real challenge. In fact, according to Gartner, many organisations are failing at ensuring their employees feel confident within their roles with a staggering 70% reporting that they don't feel they have mastered all of the skills they need to fulfil their role.

Workforce agility is also a must. HR managers can find themselves having to merge or redefine job roles - even entire departments - sometimes at very short notice. Managing all of this becomes a lot easier if you have the ability to upskill or reskill existing employees, quickly and effectively.

And what about your employees themselves? Personal development is high on the agenda with 94% of employees, surveyed by Gartner, stating that they would stay at a company for longer if there was more investment and access to learning and development tools to support their career journey.

HR professionals are increasingly recognising that to offer real value to employees and the organisation as a whole, training programmes must be accessible, timely and tailored for individual needs. LinkedIn's 2020 Workplace Learning Report sets out what forward-thinking organisations want to achieve from their programmes:

- Always know when it's time to complete the next retraining session.
- To identify, track and close skills gaps.
- To increase engagement by offering more valuable, relevant course content.
- To enable self-directed learning with a wider range of online learning solutions.
- To evaluate the impact of learning, including the ability to make changes where necessary.

Learning and development needs to evolve and move beyond, low quality training materials, clunky disjointed and siloed solutions, to offer personalised, relevant learning materials in a user friendly, easily accessible solution. This is why we have extended the iTrent Learning Suite. Comprising of three modules, it provides a complete end to end solution for you to create, manage, distribute, optimise and report on learning activities and materials better than ever before.

Manage

iTrent Learning Management System (LMS).
Too often, an LMS is little more than a basic storage system for training collateral. Our LMS changes all this. It offers a complete solution for you to host, track, distribute, personalise, optimise and scale up your corporate training programmes.
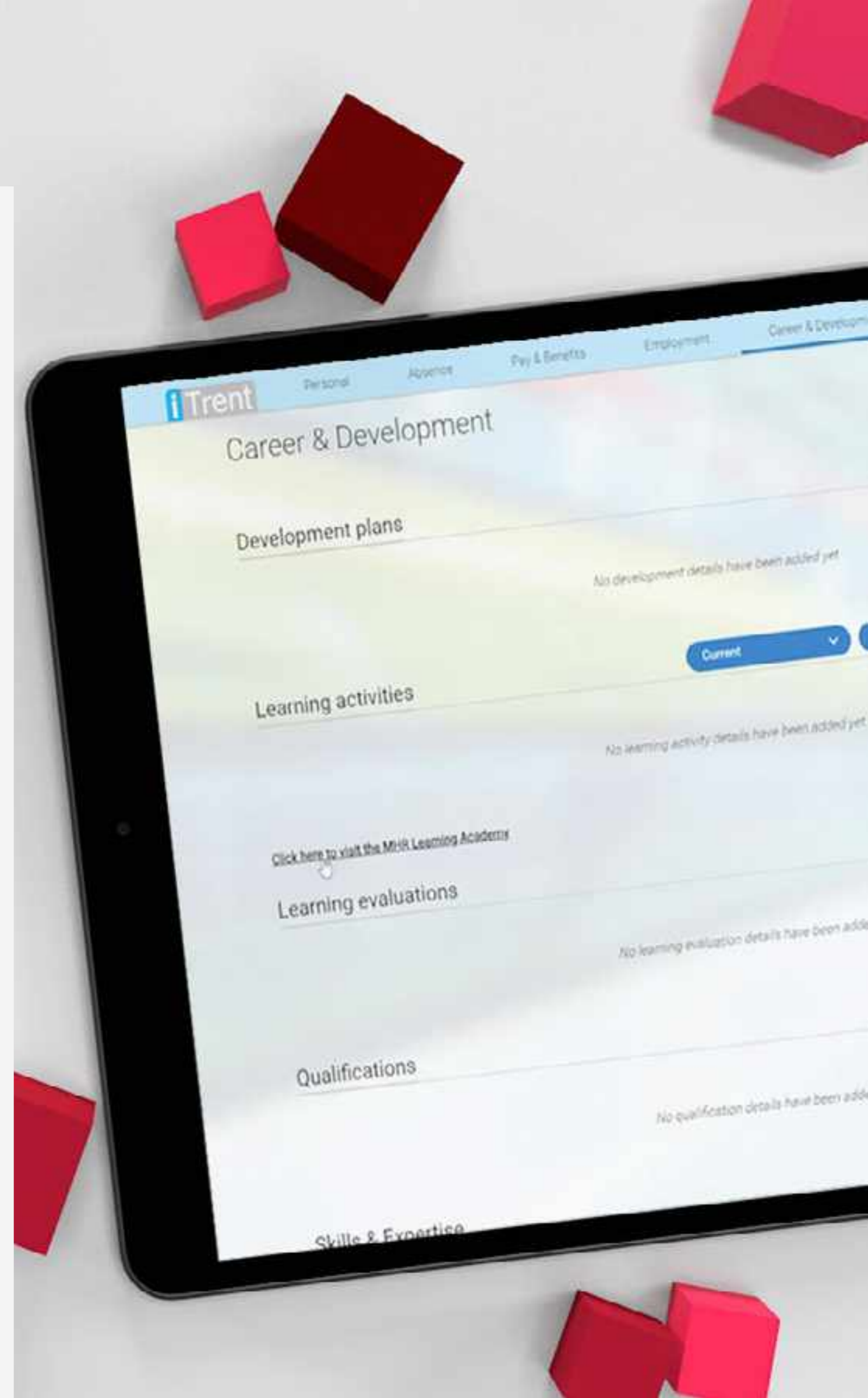
Create

iTrent Authoring and eLearning tool.
Create the engaging, relevant, on-the-job learning material your employees are waiting for with our easy-to-use authoring tool. You can choose to create manuals, videos, simulations, guided tours, tests and eLearning courses.
It also lets you add on-screen support for any business system, enabling users to get to grips faster with new technologies.

iTrent Learning.
This is your platform for tracking individual employees' learning journeys. Create profiles for each employee, generate personal development plans and define individual learning needs.

Have you ever thought...

We need to automate key training management tasks to free up HR resources

We want a single, branded platform for employees to access learning material

We need to automate key training management tasks to free up HR resources

We need to enhance our ability to delegate training responsibilities throughout the HR department and wider organisation

We need to improve our enrolment process, to ensure the right employees are offered the right courses

We need an effective way to manage compliance and accreditation, including automatic prompting when renewals are due

We want to expand our learning hub, with no limits on capacity

We want to check which materials are being accessed and how often

Non-technical HR staff need to add material to our learning platform, including online courses, without help from developers and designers

We want to offer the type of training that lets employees get to grips with new technologies and processes, faster

We need to create assets that are suitable for remote working, including on-demand videos, webinars and online learning modules

We want to be able to upload new assets to our LMS in an instant

We want to create the type of material that enables self-directed learning

We want an easy-to-use solution for creating and managing training plans

We want to extend the range of performance support options we can offer, such as guided tours, embedded learning, and real-time contextual help

HR managers should be able to create everything they need quickly and easily, without specialist input

We want to create a wider range of material - all in one place, including manuals, videos, simulations, guided tours, tests and eLearning courses

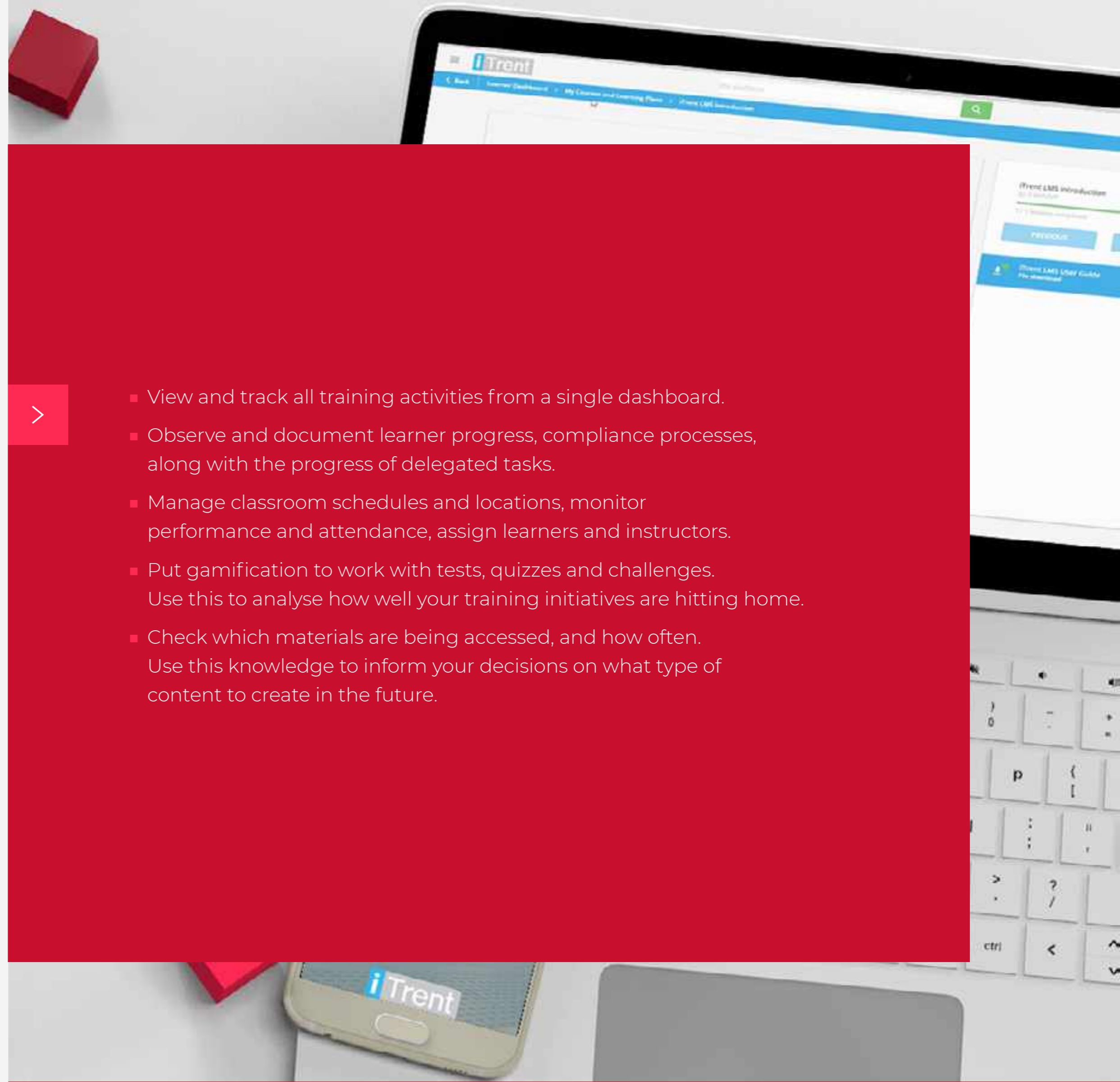We want a simpler process for approving course requests and for booking

iTrent Learning
Managment
System

Manage your entire workforce training programme

These days, it's typical to have multiple methods of training in play. No matter your preferred modality, whether based on external activities, online learning, or in-person instructor-led training (or all of the above), the iTrent LMS tracks it all.

> - View and track all training activities from a single dashboard.
> - Observe and document learner progress, compliance processes, along with the progress of delegated tasks.
> - Manage classroom schedules and locations, monitor performance and attendance, assign learners and instructors.
> - Put gamification to work with tests, quizzes and challenges. Use this to analyse how well your training initiatives are hitting home.
> - Check which materials are being accessed, and how often. Use this knowledge to inform your decisions on what type of content to create in the future.

Automate your learning management admin

By automating repetitive and error-prone activities, iTrent LMS helps free up your HR resources for more valuable activities.

- With a large workforce and a growing library of courses and other learning materials, it's a lot to keep track of. Which employees should be offered which courses? With our auto-enrolment feature, you can define your criteria for enrolment and the system does the rest. It automatically invites or enrols employees, depending on the rules set by you.

- You can configure for course enrolees to deactivate after certain dates or time periods, eliminating the need for manual commissioning.

- Assign specific training management roles to individuals within a unit or subdomain. Meanwhile, you retain visibility over the entire platform - along with full control over who sees what.
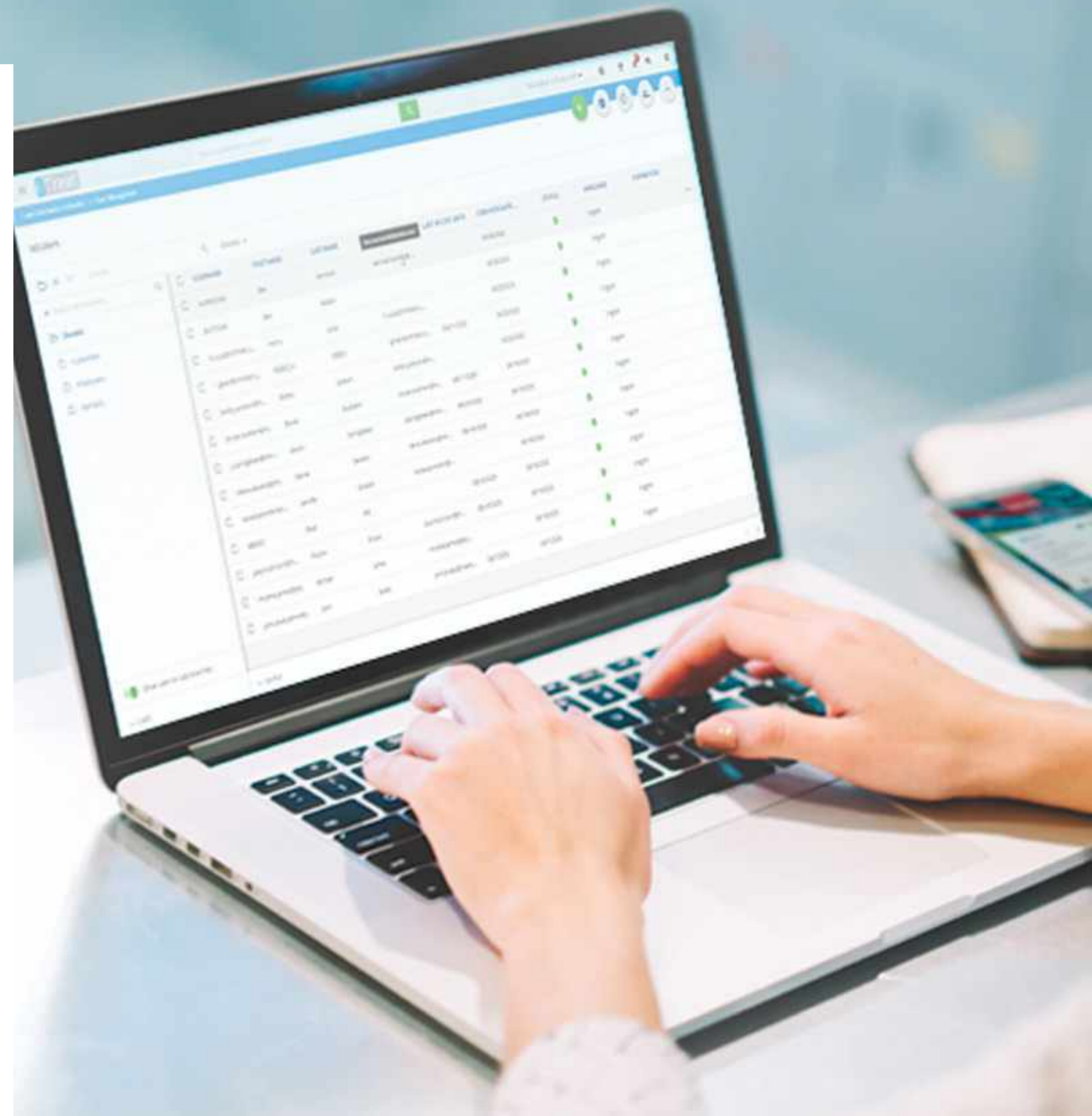
Compliance management

Manage all certification and retraining activity across the organisation.

- Set expiration dates for certifications to manage renewals.
- Always know when it's time to complete the next retraining session.

All your learning material - all in one place

- Thanks to a secure, elastic, cloud-based set-up, there are no limits on the size of your LMS. You'll always be able to scale your learning hub to match your organisation's needs.

- Migrate and manage your existing content and courses. You can add content to the LMS from virtually any source.

- Build upon your existing content from a vast choice of courses available through the iTrent LMS eLearning library.

- Supercharge your training initiatives by producing content with the help of the iTrent Authoring and eLearning tool and seamless transfer between the two. With this, you can capture any system process and use the recording to create multiple materials, from user manuals and simulations, through to in-app help prompts and guided tours.

An online learning platform for employees

Are you pivoting away from physical site-based training in favour of online learning? iTrent LMS allows you to create the online learning environment you need to manage the transition.

- Create a consistent, engaging, employer-branded user interface for learners. This is done via drag and drop with no coding skills needed.

- Set up mobile pages and menus for a seamless learner experience across all devices.

- Assign a range of menus and navigation paths to meet the needs of different learner groups.

- Create a fresh page in minutes with the help of easy-to-use templates. Add text, imagery, video and more. Preview, tweak and go live in a matter of clicks. It's that easy.

iTrent authoring and eLearning

Fast, user-friendly knowledge creation

The iTrent authoring and eLearning tools enable the rapid creation of content to support formal training, informal learning and performance support.

Our solution simplifies content production, enabling your teams to create a wide range of learning assets from a single location, while reducing your reliance on outside agencies.

Produce content with our easy to use, specialist capture tool. You can record and create the training materials you need for all types of learning, from written manuals and videos, to guided tours and tests.

The authoring tool is accessible via any connected device including desktop and mobile. You can set up your own branded templates ensuring all your materials follow your organisation's style and format. You can enable text-to-speak options, choose your layout and much more. The authoring tool makes it easy to create the materials you need, without any specialist design skills.

Once created, any changes to a template are automatically replicated across all your documents. They can also be edited outside of the solution to simplify customisation.

With the ability to create your own custom materials and templates, you can ensure consistency across everything you create, and help your employees engage.

What can you create?

- Bring to life core documentation through resources such as manuals, policies, reference materials, onboarding guides, process documentation and test scripts.

- Provide courses for soft skill training. The tool can help to create entire e-learning courses, knowledge assessments and quizzes.

- Produce 'remote working-friendly' assets combined with iTrent Authoring, you can devise, produce and distribute a range of on-the-job, on-screen support tools for any system process. When new technology is introduced, iTrent helps get your people up-to-speed, quicker.

- Create your own process tutorials through interactive demos, practice and test modes.

- Boost engagement, productivity and employee retention. With personalised, accessible and relevant training content delivered in manageable chunks, it becomes much easier for new starters to settle in. And with a central repository of knowledge at your disposal, it becomes much easier to roll out the type of upskilling and personal development opportunities that foster staff loyalty.

Provide a on-screen, in-context learning place

For best results, training should ideally be delivered in context, addressing pain points right at the time of need. This is especially true when employees are finding their way around unfamiliar technology and workplace procedures.

The iTrent Authoring and eLearning tool lets you create a range of performance support materials to speed up user familiarisation, improve productivity and reduce the volume of help-desk queries.

Guided tours. The user gets contextual on-screen prompts on what to do as they move from one process step to another.

Embedded learning. Users can access relevant how-to guides and other assets from directly within the application. You can add video, animations and interactive simulations with just a few clicks.

Contextual help. Includes clickable 'hotspots' in areas within a workplace application where queries are common. Clicking them brings up an explanation bubble.

Create multiple materials from a single recording

Reuse and repurpose your learning materials

- With iTrent Authoring and eLearning you can record a digital snapshot covering a particular digital process or system feature.

- This recording can then be used to create multiple materials to support different user needs; e.g. simulations, on-screen support and user guides.

- All content can be automatically translated into different languages, meaning you can deploy a range of training materials to different audiences across multiple locations - all from a single source.
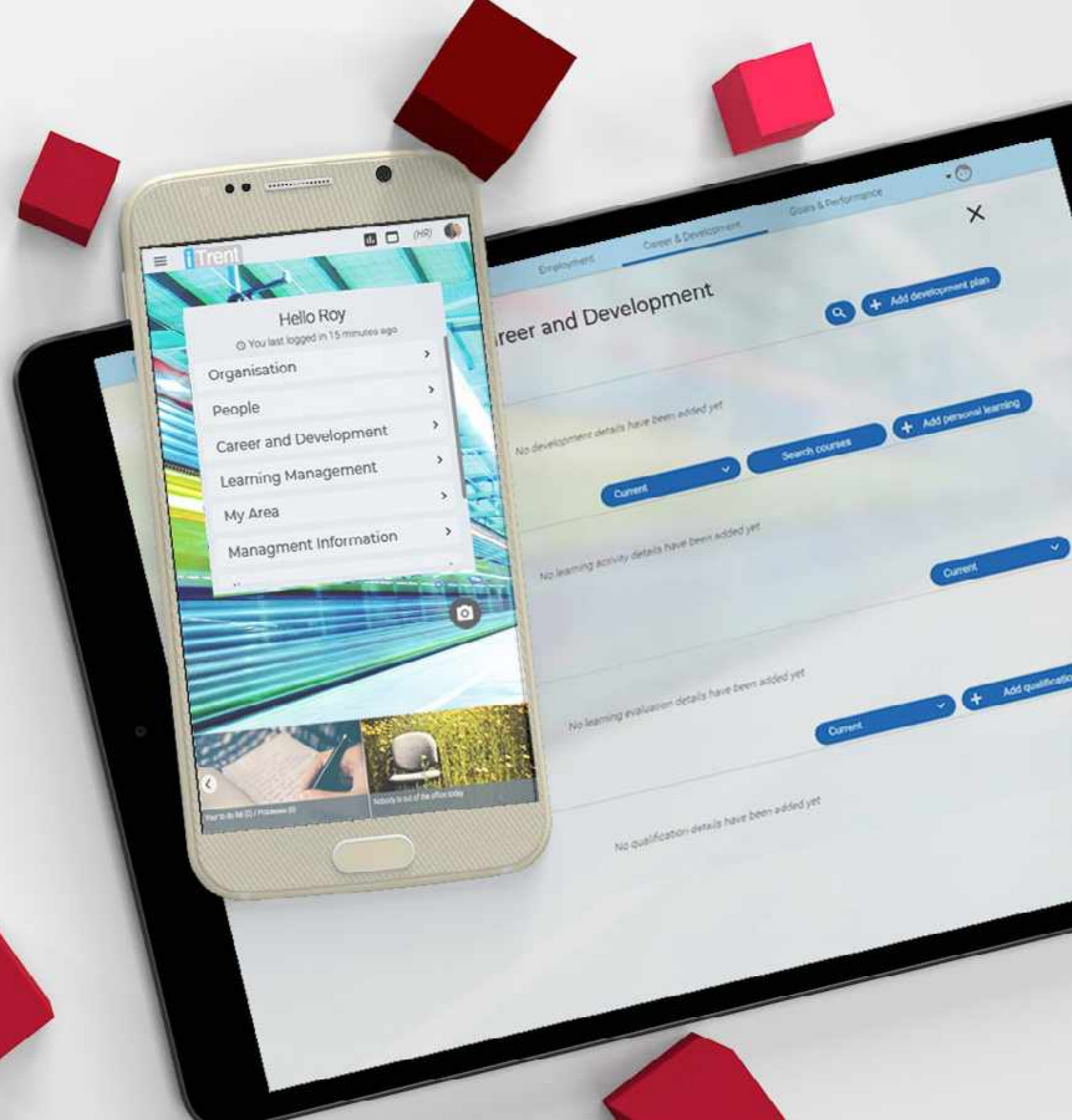
iTrent learning

iTrent Learning is an existing module within iTrent. It provides the basis for all previous iTrent Learning and Development support and is the springboard into the full Learning Management Suite.

A proactive approach to learning

- Automatically track appraisals and generate development plans for individual employees.
- Create comprehensive profiles for each employee, giving you a clear overview of an individual's training history, results and progress.
- Send course booking requests directly via iTrent's intuitive self-service feature. You can even book training resources such as people, rooms and equipment.

More effective employee record management

- A learning activity template allows users to define prerequisites.
- A configurable evaluation tool allows HR teams to design evaluation forms, and define when they are to be issued and returned.
- Employee requests are automatically sent to their designated line managers, where they can be dealt with using manager self-service.
- Handles bookings for all participants, for both internal and external courses, along with course tracking and event resources.

Supporting the transformation of learning

The iTrent Learning suite equips you to meet the expectations of employees who value personal development. It helps you create the type of material that facilitates rapid organisational change.

And with a diverse range of assets to manage, iTrent keeps you in control as you scale up your learning projects.

>

- Free up your HR resources. Less time on training admin means more time for value-added tasks.

- Match your training strategy to organisational needs. Update your learning portal and quickly repurpose or redesign existing training assets to meet changing conditions.

- Lower your compliance risks. Apply automation to ensure that all staff accreditations are up-to-date.

- Adapt your training to new ways of working. Quickly and easily produce and distribute webinars, online assessments and similar eLearning resources to scattered and home-based workers.

- Maximise your return on investment on new technology. With iTrent LMS combined with iTrent Authoring, you can devise, produce and distribute a range of on-the-job, on-screen support tools for any system process. When new technology is introduced, iTrent helps get your people up-to-speed, quicker.

- Boost engagement, productivity and employee retention. With personalised, accessible and relevant training content delivered in manageable chunks, it becomes much easier for new starters to settle in. And with a central repository of knowledge at your disposal, it becomes much easier to roll out the type of upskilling and personal development opportunities that foster employee loyalty.

MHR

Ready to transform
your learning strategy?
Speak to us today.

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