

# Skillsoft® Compliance Solutions

Taking risk mitigation and safety training to the next level

### **COMPLIANCE SOLUTIONS**

Our compliance solutions provide risk mitigation and safety training for a wide range of customers including global enterprises, government and educational institutions, mid-sized and small businesses. Our programs serve over 1,600+ organizations worldwide, of which many are leading Fortune 500 companies.

Our compliance courseware and videos are developed in partnership with industry-leading subject matter experts to ensure customers receive up-to-date, relevant and reliable content. Courses are available in 30+ languages, each developed around key instructional design principles to better engage learners and accelerate ethical and safety workplace practices across the organization.

We provide one of the largest selections of compliance topics to ensure organizations effectively meet regulatory requirements, mitigate risk, address global audience requirements with language and cultural considerations and promote awareness around critical risk areas—all while building a strong culture of compliance through a comprehensive suite of training, services and technology.

#### RELIABLE EXPERTISE

We provide leading workplace safety and health solutions. With a full suite of compliance training content and multi-platform technology options, our compliance solutions can help you avoid violations, promote health and safety, and build a lawful, ethical culture that is easily managed. Our engaging training covers key compliance topics to meet regulatory requirements while helping organizations build a strong culture of compliance through positive behavior change.

### **FULL SUITE OF COMPLIANCE TRAINING CONTENT**

- Legal Compliance
- Ethics and Code of Conduct
- Workplace Safety and Health
- Environmental Safety

- Food an Alcohol Safety
- $\bullet \ Transportation \\$
- Security

## WHY SKILLSOFT?

Our learning solutions support 6K+ customers and 19+ million end users. 86% of our learning is applied to the job within six weeks of training. 96% of customers recommend Skillsoft.

#### **SOLUTIONS**

- Protects over 1,600+ organizations
- Partners with leading legal and safety experts across the globe for content development and validation
- Offers customization capabilities and editing tool to enhance the library of course content
- Delivers training in 30+ languages globally
- Provides compliance-centric learning management
- Provides integrated policy, attestation and disclosure tool
- Supports multiple, interactive content formats to engage learners
- Offers seamless integration with third-party learning management systems
- Tracks on-the-job training events and classroom learning to support a blended learning approach

#### **FEATURES AND BENEFITS**

- Access a comprehensive suite of eLearning assets to support various job functions as well as content to support growth and development
- Receive reliable, accurate and up-todate content supported by globally recognized experts
- Obtain annual updates to your library when regulatory changes affect content
- Utilize our cloud-based and mobileaccessible learning management system to aggregate online and instructor-led training records
- Track web-based training events, classroom or instructor-led training, on-the-job events and other offline training formats in one place
- Meet the needs of a diverse workforce to support global and language considerations
- Ensure organizational compliance by assigning specific training events based on administratively defined user groups
- Safeguard program success with Skillsoft's superior program and customer support services

## INDIVIDUAL AND GROUP ASSIGNMENTS

Administrators can leverage learner profiles to construct demographic, curricula or qualification groups and assign appropriate compliance requirements to individuals learners or groups.

Assignments can include Skillsoft, custom, and off line content by demographics, pre-requisites, recurring rules and more.

## ONE-TIME AND RECURRING TRAINING

Assignment of online and offline training events can be scheduled as one-time-only or recurring. In one-time-only training, completion is recorded when the learner finishes the training and no further action occurs. For recurring assignments, completion is recorded at finish of initial training and is automatically reassigned based on the configured requirements.

## LAUNCH AND STATUS

Skillport™ aggregates all assignments, giving learners a convenient single point to view and launch learning. Learners can confirm their status in courses and can print completion certificates.

## **EXEMPTIONS/EQUIVALENCIES**

Training exemptions or equivalencies may be granted by the administrator to individuals or entire demographic groups.

## AUTOMATED TRAINING NOTIFICATION AND E-MAIL REMINDERS

In addition to standard templates including "Learner Initial Notice of Training," "Learner Overdue Notice," and "Supervisor Summaries," administrators can completely customize and configure e-mail messages.

## RECORDS MANAGEMENT

A complete training history is kept for each learner, including all accesses, re-trains, and completions. Advanced Compliance can also share data to automatically remain up-to-date with most Human Resource Information Systems (HRIS), including those provided by Oracle-PeopleSoft, SAP and Sentient.

## TRACKING AND REPORTING PROGRESS

Advanced Compliance provides robust filtering and exporting options. Administrators may run reports for groups or individuals to obtain a rapid status view of training progress, and can also configure and automate reports for supervisors at defined intervals.



#### **FEATURES**

Facilitates the assignment of specific training events to be set and tracked to completion for different administrator-defined learner groups.

Adapts to organizations of any size with powerful technology and simple, straightforward interfaces for learner and administrator.

Supports establishment of demographic groups, per-requisites, exemptions and equivalencies.

Tracks all training formats: Web-based, classroom, on-the-job, video and other.

Supports recurrence with both courses and entire learning programs.

Automatic replacement of retired content.

Allows for immediate review of training status through flexible and robust reporting, including notification-tracking reports.

Assignment-level scoring requirements.

Question-level tracking for capable SCORM courses.

Support for course completion certificates as well as custom certificates at both the site and course level. Allows administrators to view and print learner completion certificates.



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