

WORKPLACE LEARNING HUB

The Workplace Learning Hub gives your employees a single place to continue learning, get expert support and stay current with Microsoft 365 and AI - long after the classroom session has ended.

Rather than learning being a one-off event, the Hub creates a culture of continuous development across your organisation. As employees engage with live sessions, skill boosters and practical resources, the Hub grows into a valuable knowledge base that benefits both existing employees and new starters.

Replay Library

Every live session is recorded and added to the replay library, creating a growing collection of practical workplace learning that employees can access whenever they need it. Whether someone wants to revisit a topic, catch up on a missed session, or return to more advanced content when they're ready, the replay library is there. It also makes a powerful onboarding tool - new starters can access real training from day one without the need for additional sessions.

What's included:

- ✓ Access to Full training courses for your chosen Microsoft App(s)
- ✓ Fortnightly live expert sessions with Gemma Coles
- ✓ Replay library - recordings of every live session
- ✓ Bite-sized skill boosters for Microsoft 365 and AI
- ✓ Practical resources, guides and prompt packs
- ✓ Microsoft shortcut guides
- ✓ Microsoft and AI update briefings
- ✓ Workplace tips and tutorials
- ✓ Community support

Consistency across your organisation

Every employee has access to the same guidance, best practices and resources - helping to establish consistent ways of working across teams.

Every corporate training programme includes twelve months' access to the Workplace Learning Hub, giving your employees time to embed their learning and build confidence as new skills become habits.