

The admin experience



Our Learning Management System is designed completely with your needs in mind. Options are available to customise your system and ensure the LMS meets all your reporting and audit requirements.

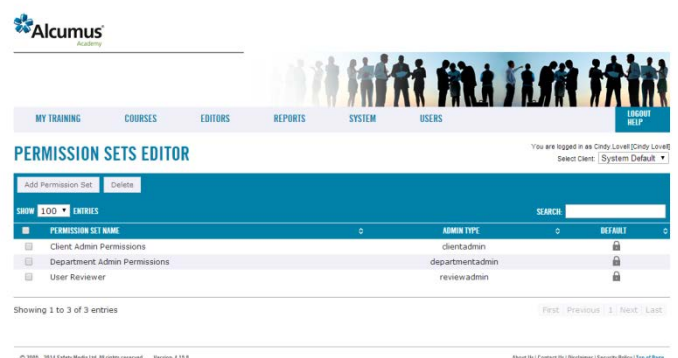
Editors

- ⇒ You can edit many aspects of the Learning Management System using our simple editor forms.
- ⇒ You can customise your risk checklist to ensure your organisation's goals are achieved.
- ⇒ You can edit content and company info, and the bespoke help area / FAQs make your employees feel 'at home'.
- ⇒ Automated emails can be customised to ensure your message is heard and is appropriate.
- ⇒ Self-test questions can be bespoke for each company office or warehouse location, etc.



System management

- ⇒ Your LMS can be set up to meet your needs. With adjustable security and permission settings you can control how your system is used and viewed by your teams.
- ⇒ You can manage course preferences to set appropriate pass grades and develop individual or departmental training plans as appropriate.
- ⇒ The user import management function is straight forward, allowing your system management to be simple from the beginning.



Security

- ⇒ All users now require an email address so that passwords can be changed and reminded as appropriate (this feature can be disabled if not appropriate for your team).
- ⇒ Users will be locked out of the system after three incorrect log-in attempts.
- ⇒ The addition of SSL Secure Certificates ensures a safe environment for your data.



Reports

- ⇒ Every area of the LMS can be reported upon, including:
 - Training due
 - Incomplete training
 - Completed training
 - Course risks
 - Departmental risks
 - Time Usage, etc.
- ⇒ This builds a complete Audit Trail so your system is completely transparent to all governing bodies and inspections.



System summary

- ⇒ When logging in as an administrator, you will be presented with a full summary showing users, training, and departments.
- ⇒ This provides an instant snapshot into the management of the system and its use by your learners.

