

AT-Learning - Learning Management System

Awareness and Impact for ESR Leads and HR Teams

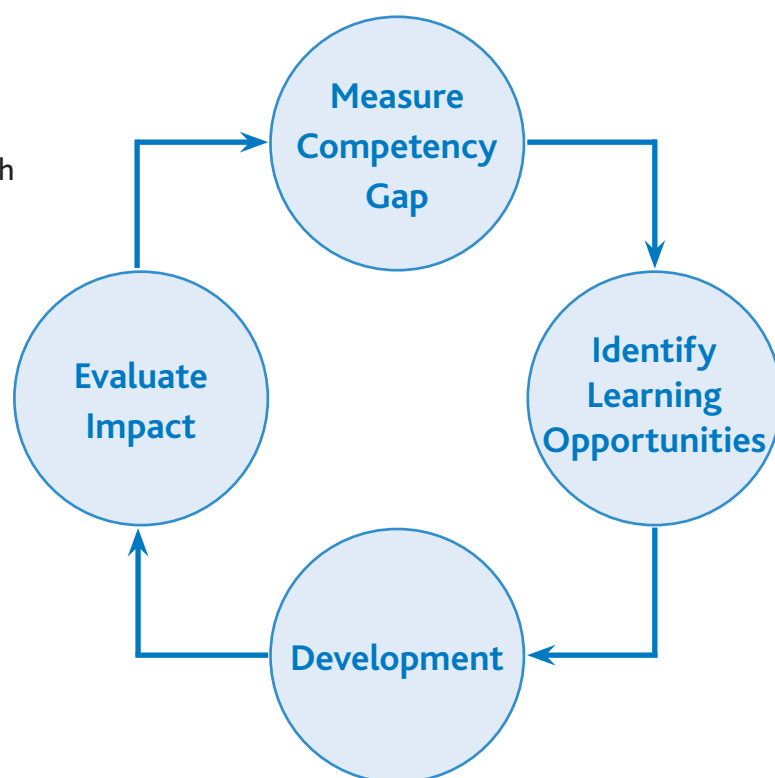
This short guide has been produced to provide ESR Leads and wider HR Teams with information about the core features and benefits of AT-Learning,.

AT-Learning is a web based Learning Management System developed to facilitate the offer, delivery, management, evaluation and commissioning of your organisation's learning and development programme.

Why AT-Learning?

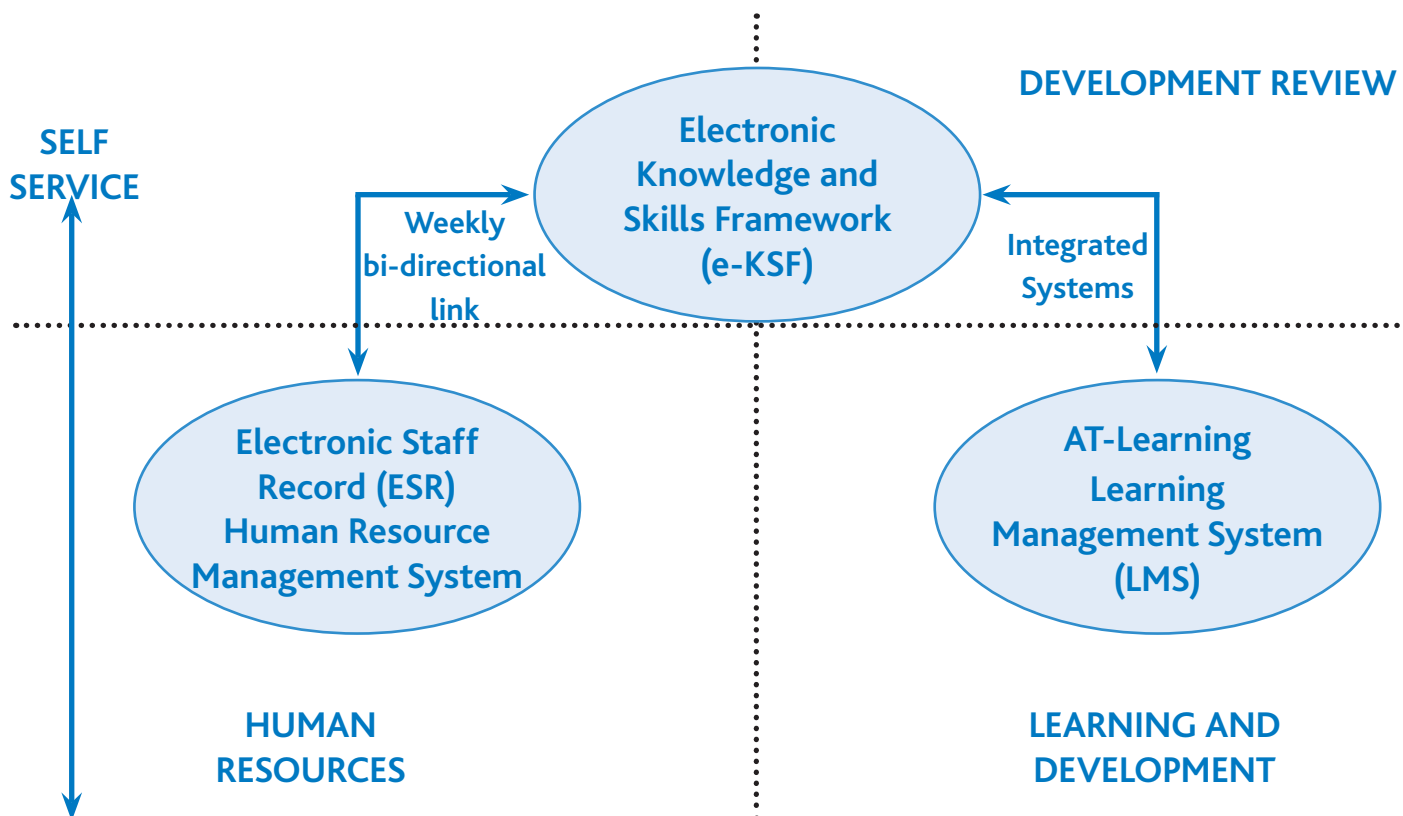
The key reasons behind the endorsement of AT-Learning as the preferred LMS for our organisation are:

- » It is currently the only LMS integrated with the e-KSF at PDP level.
 - This powerful integration enables managers and staff to identify appropriate learning opportunities to close any competency gaps directly from an individuals' Personal Development Plan.
- » It has been designed specifically for the NHS and fits with NHS processes, language and culture.
 - AT-Learning has an ongoing development plan which will ensure the system is developed to reflect the NHS's requirements relating to the management of learning and development activities.
- » The learning processes managed by the system are efficient and highly effective and offer us the opportunity to streamline and ensure best practice for Learning Management.
- » The system is easy to use and thus will enable an efficient roll out of self service access to the system to all staff, which can where appropriate be tied in with e-KSF training.
- » The single database will allow for reporting on Learning and Development activities across an entire organisation and any development activities provided to neighbouring NHS and non-NHS organisations.



How does AT-Learning fit with the e-KSF and ESR?

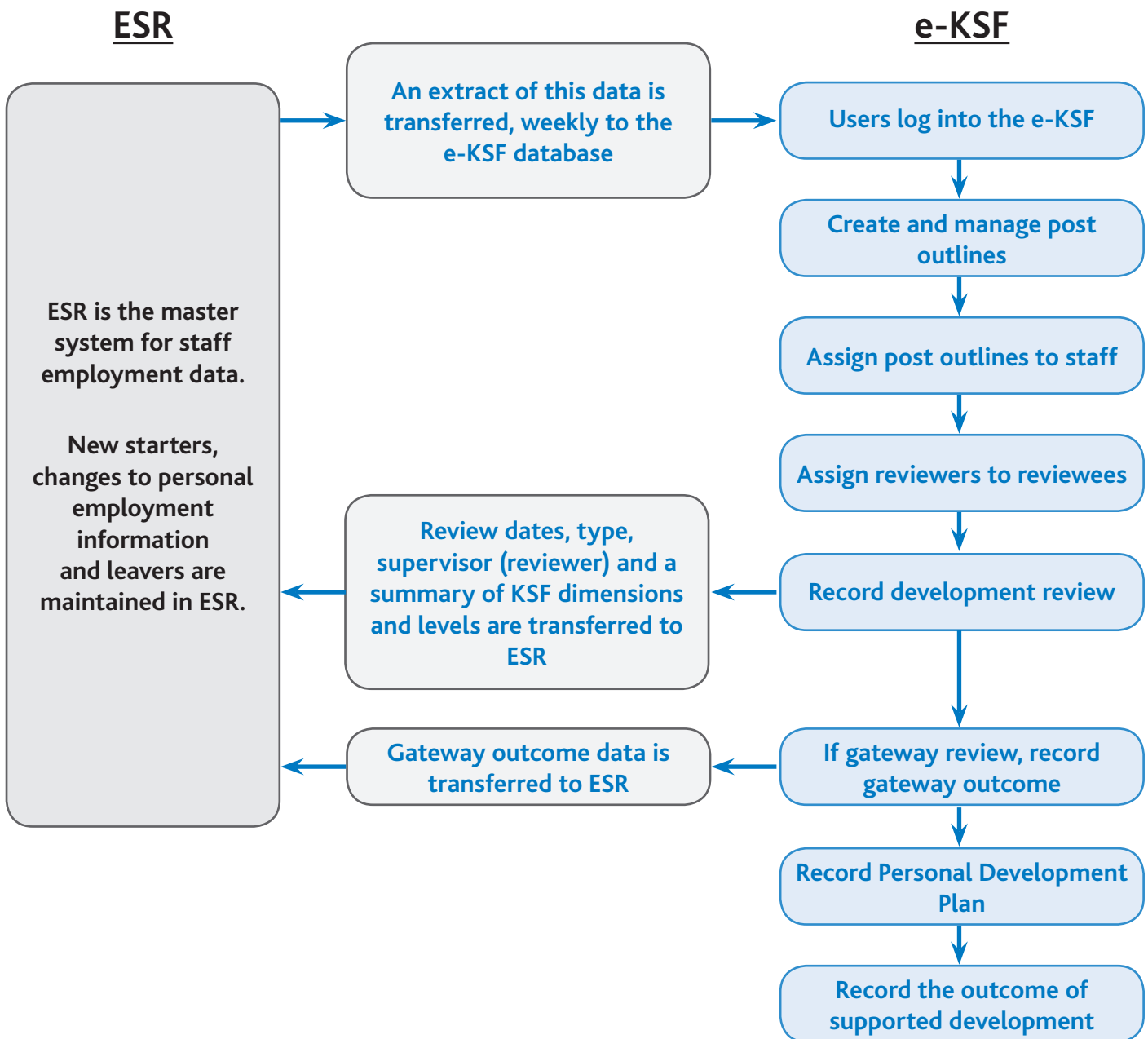
AT-Learning was designed to extend and enhance the benefits of the e-KSF, to provide a highly functional Learning Management System that is flexible enough to support any future organisation or infrastructure changes. The integration with the e-KSF provides a holistic performance management system which encompasses the annual (KSF) development review, competency management, skill gap analysis, succession planning and management of development. This integration also results in improved employee engagement with the personal development process.



How does the bi-directional link between the e-KSF and ESR work?

The Department of Health and Welsh Assembly funded a project to link two key people management systems – the e-KSF and the Electronic Staff Record (ESR). These systems are now set up to exchange data with each other, providing a more efficient and complete people development solution.

The diagram overleaf provides an overview to how data is exchanged between these two national systems.



The e-KSF and AT-Learning are integrated systems meaning that all staff data transferred from ESR to the e-KSF is available, at a local employer's request and in line with data protection guidance, within AT-Learning to facilitate the management of individuals' learning and development. No data is however transferred from AT-Learning back into ESR, therefore all reporting required on learning and development activities should be managed through either the e-KSF or AT-Learning.

Why is AT-Learning Important to ESR Leads and HR Teams?

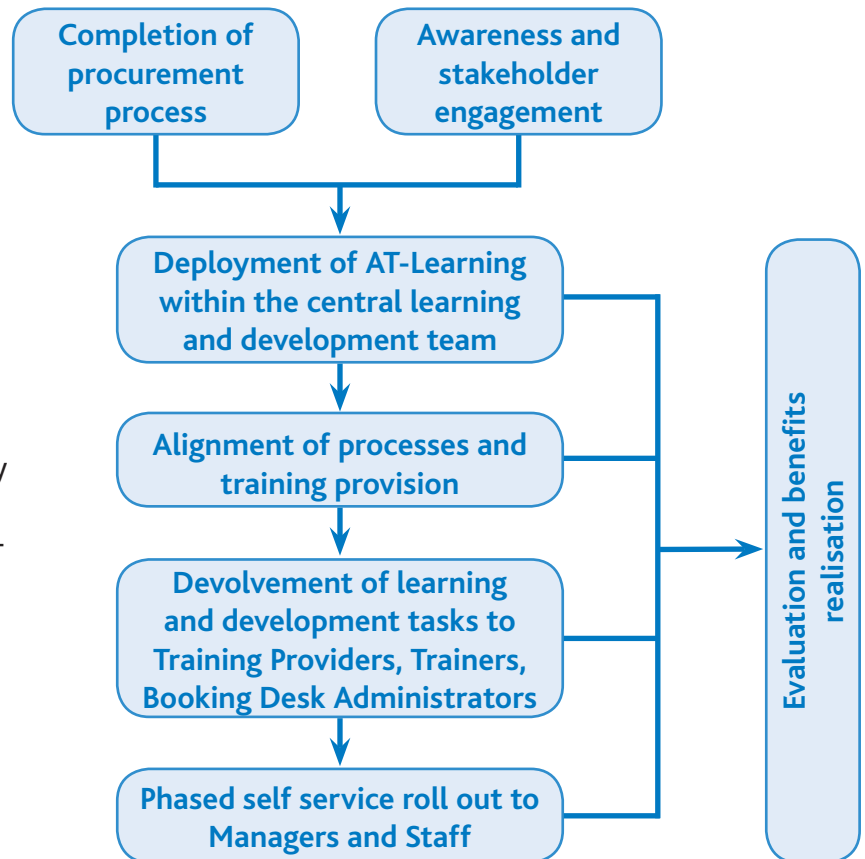
The following are just a few reasons why this system will be of both interest and benefit to you and your HR team colleagues:

- » AT-Learning was designed to extend and enhance the benefits of the e-KSF, it is a highly functional LMS that is flexible enough to support any future organisational or infrastructure changes.
- » Centralising and automating learning and development administration allows staff to focus on higher value activities like workforce development strategies.
- » Detailed and customisable reports can provide you with the information you need to manage staff within the organisation more effectively – either centrally or via manager/staff self service.

- » Mandatory training can be “pushed” into an individual’s PDP, helping your organisation to comply with governance standards which in turn will increase compliance and minimise organisational risk.
- » Responses from integrated pre and post activity testing and assessments, along with the potential increases in applied KSF capability, can be used to help build organisational knowledge of which development initiatives work and which might need attention.
- » The system will facilitate the evaluation of training which will help to ensure the quality of learning and development on offer across the organisation is increased.
- » Staff will be empowered to manage their own development in line with annual development reviews.
- » Linking development processes with the KSF will help to drive the uptake of e-KSF and realise the benefits of the KSF.

What is the implementation process for AT-Learning?

The diagram to the right illustrates the key implementation steps for organisations implementing AT-Learning within organisations:



What information will be required from HR Teams to help with the deployment process?

In order to deploy AT-Learning effectively then the following information will be required, potentially from the HR Team: -

- » Email addresses for staff, along with their ESR number – if not already populated within the e-KSF so that staff can benefit from receiving correspondence by email and learning and development teams can increase the efficiency of their correspondence processes.
- » Departmental addresses or preferred correspondence addresses for staff, along with their ESR number – if correspondence will be distributed on paper.
- » Timely administration of the e-KSF / ESR link – to ensure new starters are added to the e-KSF via the ESR link and are available to book on learning and development activities either directly or by the central learning and development team.
- » To manage the list of ‘new starters added from AT-Learning’ by providing ESR numbers for staff who have been registered for induction but may not have been transferred via the e-KSF / ESR link.

Further Information

For further information on the benefits that AT-Learning can offer your organisation or to arrange a full demonstration of the system please contact your Regional AT-Learning Account Manager or email info@think-associates.co.uk