

Copies of all our employees internal and external qualifications are held electronically on our Learning Management System (LMS).

Learners are sent frequent reminders by the system via email should a course require completing or renewing.

Example –

Reminder

smart-elearning.co.uk <noreply@talentlms.com>
To abritton@smartmanagementsolutions.co.uk

Reply Reply All Forward Sat 21/05/2022 12:43

Andrew you have received this email as you currently have a process / procedure to familiarise yourself with - Open Action & Risk Radar Procedure on the Smart E-Learning platform. As a fast and dynamic business we strive to ensure processes are kept as detailed but also simple and slick as possible, but also want to ensure you know exactly what they are. You can revisit these processes / procedures any time you need to, we have also, where possible included live links to make things even easier for you. Please login to your account by going to the following website and logging in - <https://smartelearning.talentlms.com/> If you have forgotten your username and / or password please see below. If you do not have access to a computer you can complete training on any android or apple smart phone or tablet by downloading the TalentLMS App and logging in. If you experience further problems please contact me - Andrew Britton QHSE Director - abritton@smartmanagementsolutions.co.uk 07445224986 smart-elearning.co.uk <https://smartelearning.talentlms.com/>
Andrew Britton
abritton

Contract Managers are sent status reports each Monday listing exactly which members of there team have completed what and who have not.

Example -

Export in Excel - smart-elearning.co.uk:E-Learning Overdue Status Report - Managers

smart-elearning.co.uk <noreply@talentlms.com>
To smsmanagement@smartmanagementsolutions.co.uk

smartelearning_Report_E-Learning_Overdue_Status_Report_-_Managers_report.xlsx
8 KB

The attached file contains the report data requested in Excel format.

Report name: E-Learning Overdue Status Report - Managers
Sending domain: <http://smartelearning.talentlms.com/>
Creation date: 23/05/2022, 15:24:07

This is also reviewed by senior management each month as part of in-depth contract reviews.

In addition, training status is constantly monitored by the QHSE Team through powerful infographics and live training Matrix –



