



Friday 8th December 2017

**Online Event – Session 3 (14:15-15:00)
Discussion: Keeping SITS training up-to-date**



Adobe[®] Connect[™]

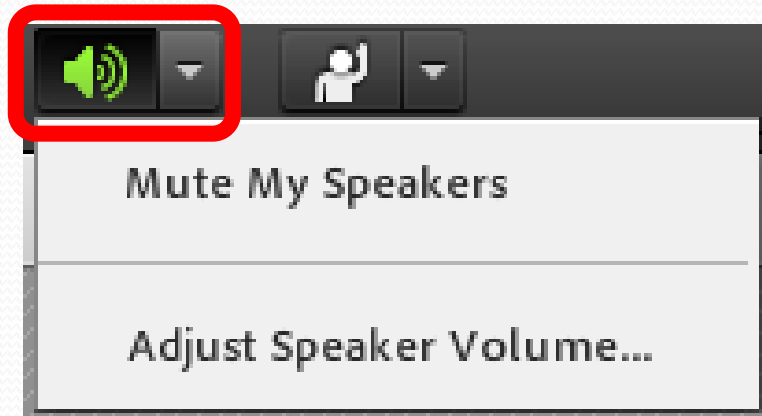


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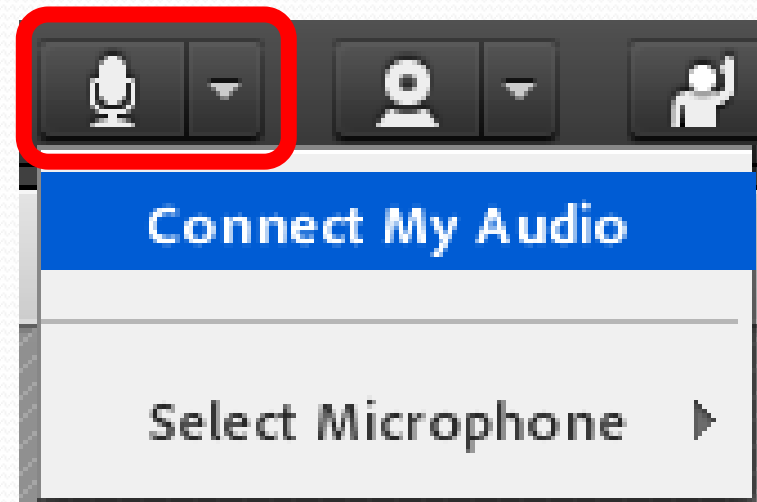
**INTERNATIONAL
PROGRAMMES**

Setting up Audio & Webcams

Speakers/Headphones

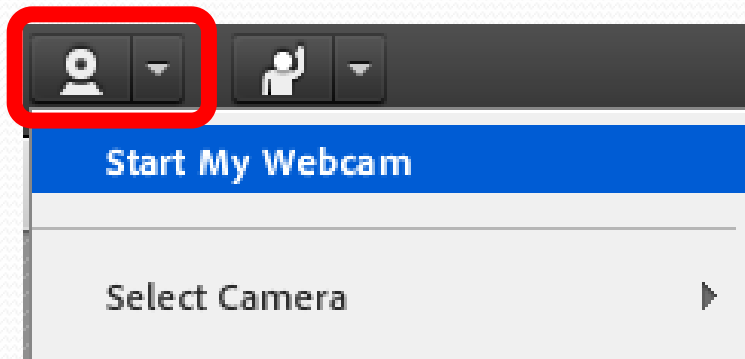


Microphone



Note: Host will test delegates Microphones before session commences

Webcam



Interacting with Presenters



Ready to commence recording...





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PROGRAMMES**

Welcome to All Delegates

- Interactive Whiteboard

The screenshot displays a whiteboard interface with a title bar at the top that reads "SITS Trainers Network". On the left side, there is a vertical toolbar with several icons: a play button, a home button, a trash can, a text tool icon (a white square with a black 'T'), a selection tool icon (a square with a corner handle), a redo button, a undo button, a color selection tool, a size selection tool, and a font selection tool. The text tool icon is highlighted with a red circle. In the center of the whiteboard, the word "Text" is written in a small box. On the right side, there is a larger vertical toolbar with icons for a play button, a home button, a trash can, a selection tool icon, a redo button, a undo button, a color selection tool, a size selection tool, a font selection tool, and a back button. The text tool icon in this toolbar is also highlighted with a red circle. A light blue rounded rectangle in the center of the whiteboard contains the following text:

To add text to the whiteboard,
select the **T** (Text) icon.

Click the mouse in any area of
the Whiteboard.

You can then change colour,
size and font if desired.

Quick Poll: Do you find it challenging keeping training materials up-to-date?



Case Study:



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- One-person training unit.
- **During SITS Project:**
 - Primarily focused on SITS training.
 - Lead-time before Go Live to work on SITS training materials.
- **Since SITS Project:**
 - Back in a Staff Development role + SITS.
 - Less notification of new SITS developments / redevelopments.
 - Often unable to run as many SITS sessions (due to insufficient updates on system changes).
 - Manuals, notes & eLearning materials quickly fall out-of-date.

Other Challenges



Luke Austin

Wrexham Glyndŵr University

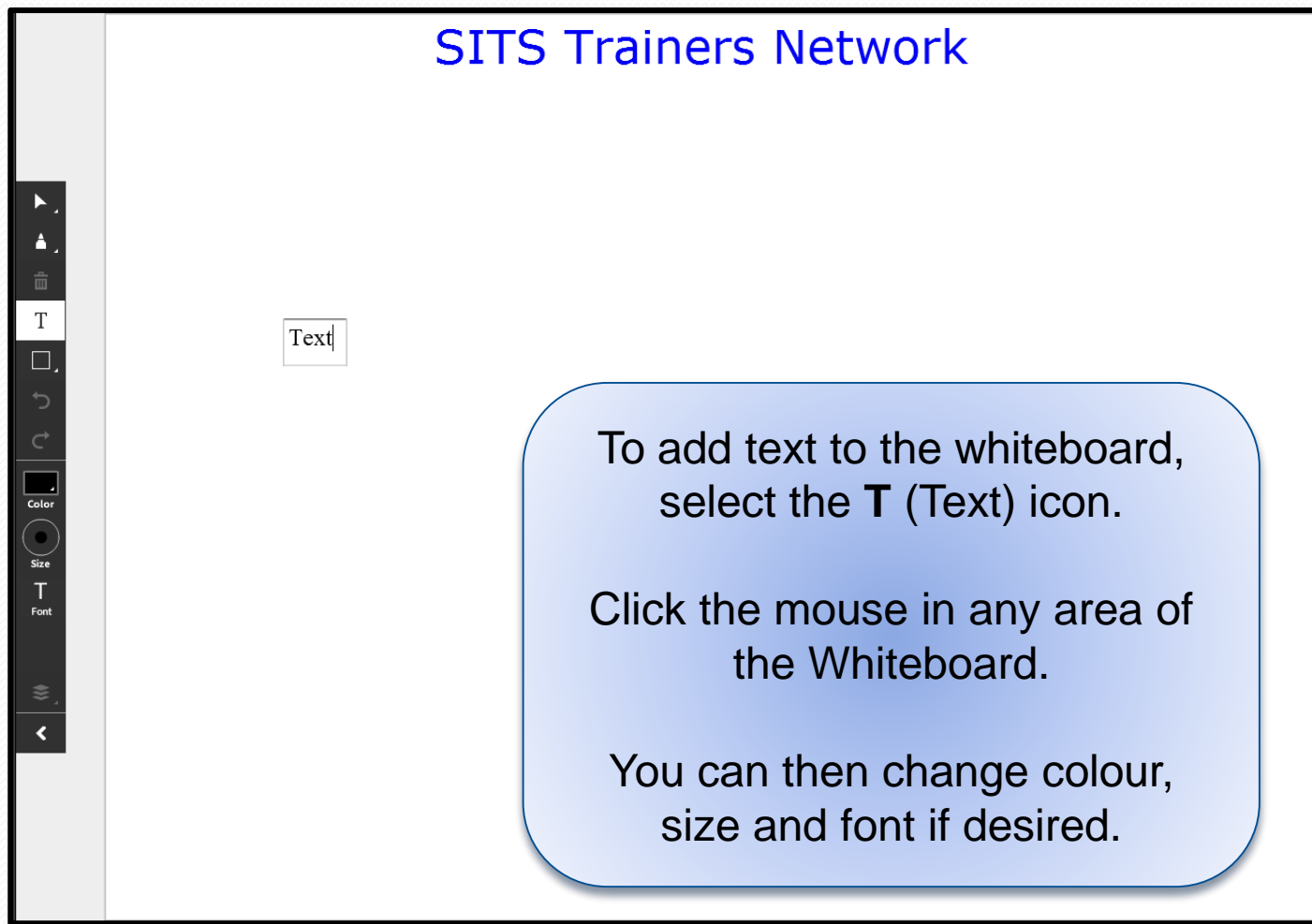


Richard Block

Aston University

How do you keep materials up-to-date?

- Interactive Whiteboard



SITS Trainers Network

Text

To add text to the whiteboard, select the **T** (Text) icon.

Click the mouse in any area of the Whiteboard.

You can then change colour, size and font if desired.

The screenshot shows a whiteboard interface with a toolbar on the left and right. The left toolbar includes icons for navigation, erasing, text (T), drawing a square, undo, redo, color selection, size adjustment, font selection, and a back arrow. The right toolbar includes navigation, erasing, text (T), drawing a square, undo, redo, color selection, size adjustment, font selection, and a back arrow. The text tool icon (T) is highlighted with a red circle in the right toolbar. The main whiteboard area contains the text 'SITS Trainers Network' at the top and a small text box with the word 'Text' in the center. A blue rounded rectangle contains instructional text about using the text tool.



Future Plans

Case Study:



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- Re-connecting with the 'SITS' team:
 - Managers, SME's, Developers
- Meeting 'SITS' team to discuss:
 - What has changed & future plans (roadmap) of changes.
 - Training needs of staff.
 - Communicate Changes in the Future (with lead time).
 - Updating manuals, notes & eLearning – *resource*.



Q & A

Enter Question

➔

Input field with a speech bubble icon

A screenshot of a web application interface for a Q&A session. The window title is "Q & A". The main area is a large, empty white space. At the bottom, there is a text input field and a speech bubble icon. The top right corner contains icons for a printer, a user profile, and a menu.

Thank you for attending the session

Session 3 (14:15-15:00)

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Next Session 15:45hrs - 16:20hrs

**Future activities for the SITS Trainers Network,
AOB and Close**

(Check your email for link to Session 4)