Staff Training Moodle

Staff training Moodle is the learning platform that houses all of our internal eLearning.

Access Staff Training Moodle here.

Stay in touch with T&OD

Here's how you can get more information about the range of learning solutions we offer and discover the latest updates from the T&OD team

You can also join our HR T&OD staff Training Teams channel

Follow us on Twitter @UoKLDev @UniKentEDI

Send us an email to Ldev@kent.ac.uk

For further information, please see our intranet page here.

FUTURE OF WORK

Leading a Remote Team
Look at key considerations surrounding leading a remote team and how these can support you in your teams success

Remote team performance
Learn ways to keep the team performing at its best and maintain team morale

Synchronous and Asynchronous communication
Learn about different channels of communication and explore how best to communicate in different situations

Prioritisation
Learn different strategies on prioritising your daily tasks, and optimising your time

Transitioning back to the workplace
Learn some of the most common worries about transitioning back to the workplace and how you can maintain your wellbeing

Managing pressure in remote teams
Learn how to recognise and support remote team members with emotional and mental strain or distress

Dealing with work pressure
This module provides practical tips on how to manage work pressure whilst working remotely

Relaxation
Watch a short video introducing you to relaxation techniques to use when you are in need of a five-minute break

Taking care of yourself
Learn different tools and techniques to help you take care of yourself, break bad habits and start creating new ones

JOB SKILLS

Anti-Bribery
Be aware of the main requirements of the Bribery Act 2010

Equality Diversity and Inclusivity (EDI) in Promotions
Explores issues relating to equality, diversity and inclusion (EDI) which may arise in the promotion process

Digital Accessibility
Outlines our requirements under the new Public Sector Bodies Websites and Mobile Applications Accessibility Regulations (2018)

LGBTQI Awareness
Find information, guidance, and resources relating to LGBTQI awareness and how you can be an inclusive and supportive colleague

Transgender Awareness
Information relating to gender and transgender identity and how you can be an inclusive and supportive

Unconscious Bias
Introduction to unconscious bias so that you can identify, acknowledge and challenge it individually as well as in your workplace

Diversity in Higher Education
This module will provide a deeper understanding of diversity in a HE environment

PERSONAL EFFECTIVENESS

Why Media Matters
Understand the benefits and importance of working with the media

Presentation Skills
Understand how to develop and deliver professional and impactful presentations from conception to planning and delivery

Managing Yourself and Your Time
This module will help you be more effective in how you utilise the time you have available and provide useful tools and techniques to aid you in this
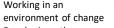
Assertive Communications
This module will help you explore the skills and assertive behaviour techniques to build confidence and improve workplace communication

Interview Preparation and Skills
This module is for those that want to update or prepare themselves for a job interview, it covers the application process through to questioning technique

CV Writing skills
Whether you have a CV that you want to update or you want to create a new eye-catching CV this module gives you an introduction to creating an impactful CV

LEADERSHIP AND MANAGEMENT

Recruitment & Selection
This module gives a base understanding of all aspects of the process and key skills involved. This is followed by an information surgery style session, allowing the chance to ask specific questions in regards to the skills and knowledge you will need for your particular role in the recruitment process

What's coming next…

- Equality Impact Analysis
- Mental Health Awareness
- Bullying and Harassment
- Working in an environment of change
- Developing others

What eLearning would you like to see? Let us know at Ldev@kent.ac.uk.