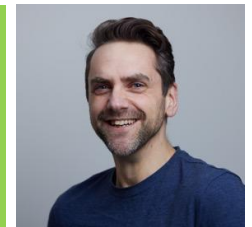
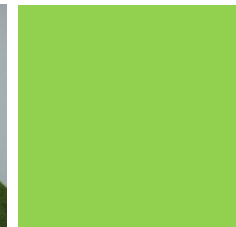
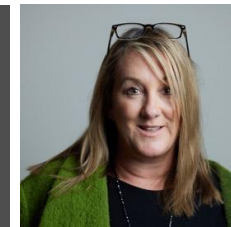
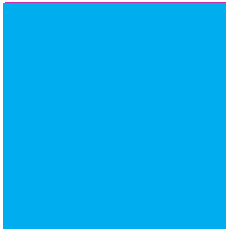
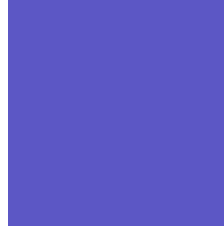


TRAINING FOR HYBRID WORKING AND REMOTE WORKING

Master hybrid and remote work: Microsoft 365 training for unmatched collaboration and productivity.

theinform team 

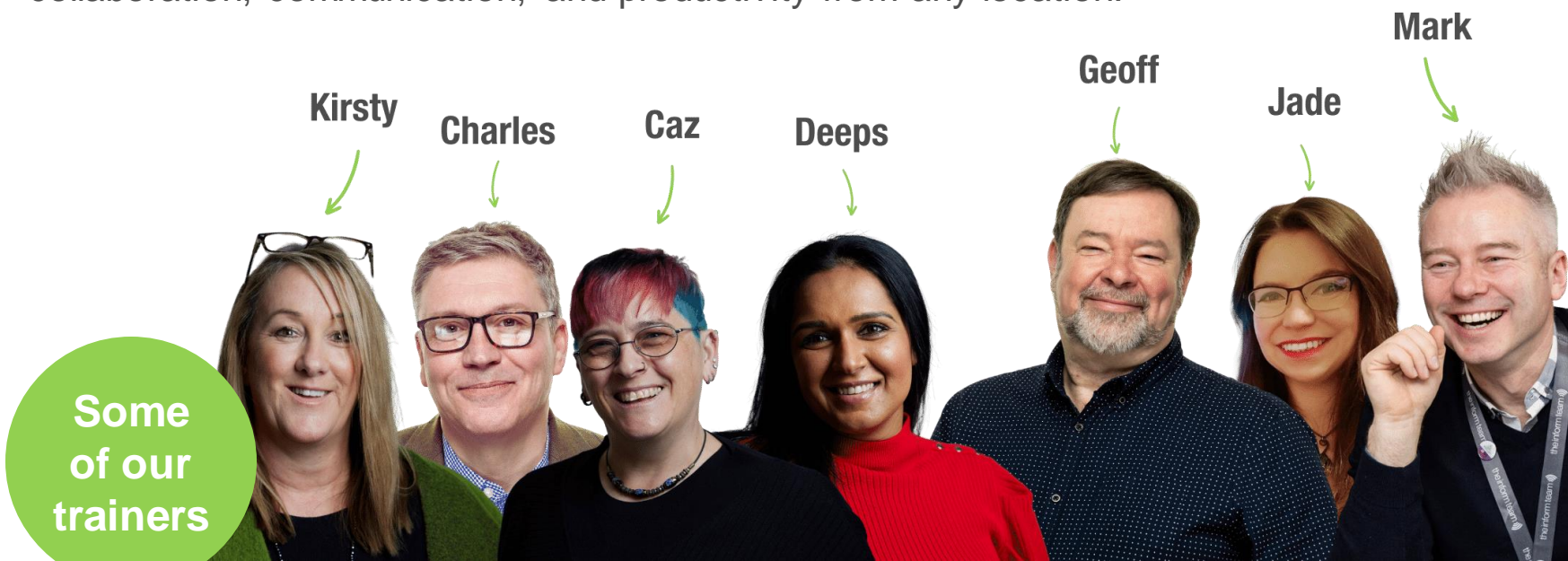


TRAINING FOR HYBRID WORKING AND REMOTE WORKING

Empower excellence from anywhere with expert M365 training

The Inform Team specialises in Microsoft 365 training for hybrid and remote working. Our expert trainers, creative communicators, and change managers support your people to learn, collaborate, and deliver using M365.

We'll bolster your hybrid remote working practices and help you maximise collaboration, communication, and productivity from any location.



“They’re friendly, approachable and exhibit the kind of behaviours we'd want in a partner by how they work and interact with us”

Head of Digital Development and
Information Governance

NHS DERBY AND DERBYSHIRE ICB



OUR APPROACH

Specialising in Microsoft 365, our training equips your workforce for optimal hybrid and remote work efficiency. Our expert-led sessions are tailored to your M365 environment to enhance collaboration, communication, and productivity. With flexible, inclusive delivery options, we'll maximise your M365 investment and help your people do their best no matter where they're working from.

BENEFITS



Increase collaboration and efficiency in hybrid workspaces



Maximise your ROI on Microsoft 365 licencing for remote working



Blended programme uses time and budget with most impact



Measurable learning and upskilling demonstrates ROI for new technology



Encourage effective ways of working from anywhere - at home or on-site



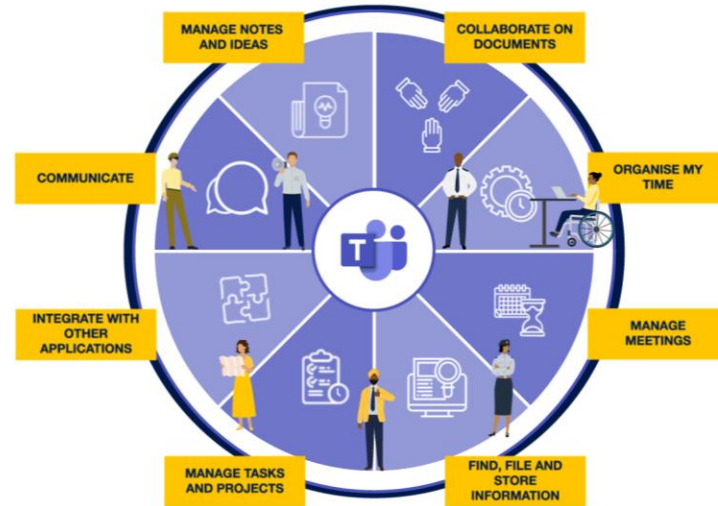
Remote and face-to-face training options to suit your people

FEATURES

- ✓ Learning and development aligned to hybrid and remote working environments
- ✓ People-centred Microsoft 365 training for remote and hybrid organisations
- ✓ Persona-based training tailored to your M365 project and use cases
- ✓ Instructor-led virtual, remote and classroom-based delivery available
- ✓ Coaching, floorwalking and white-glove support available
- ✓ Technical and soft skills training to enhance hybrid working
- ✓ Detailed design, content creation and curation of learning modules



DRIVE ADOPTION WITH BESPOKE TRAINING & RESOURCES



Getting to know Teams – COLLABORATE ON DOCUMENTS

Introduction

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Have a good meeting!

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Getting to know Teams – COLLABORATE ON DOCUMENTS

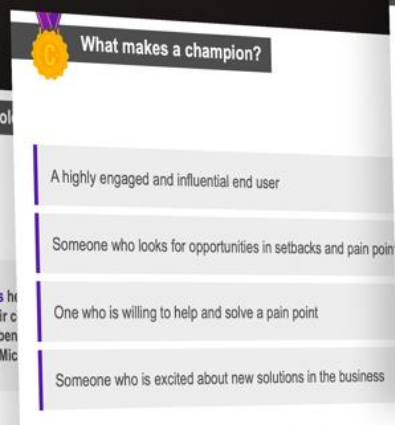
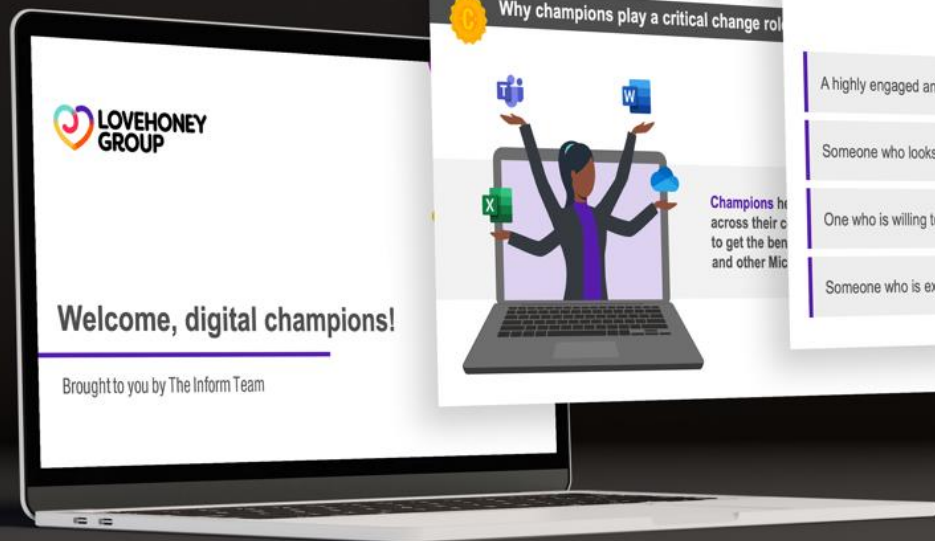
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- Use OneNote in Teams to create and collaborate on ideas...notes are automatically shared with your team and are easy to find
- Click 'Save message' to bookmark and

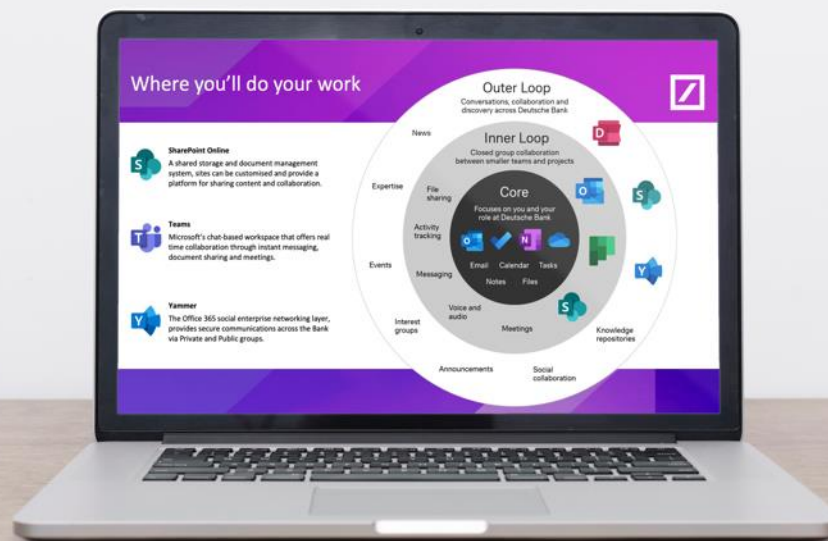
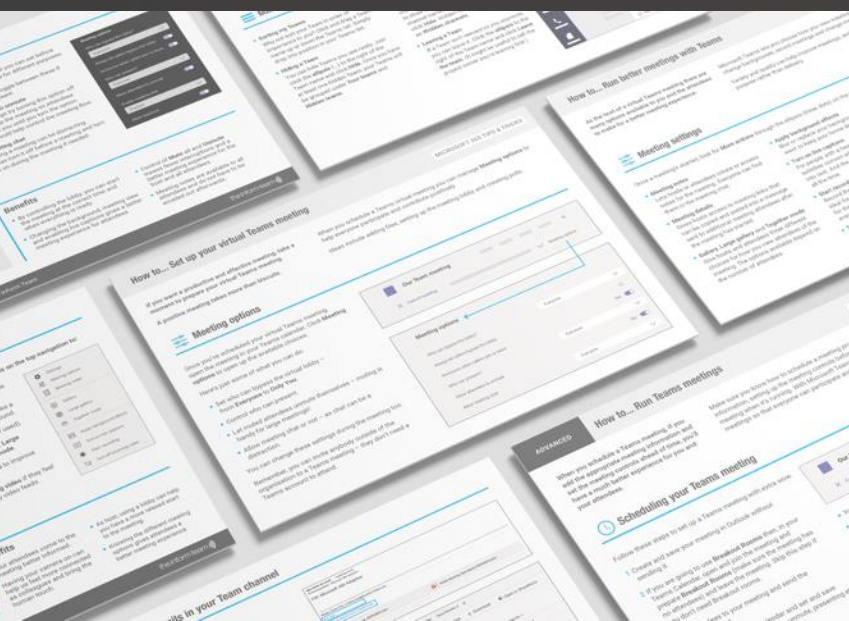




“The beauty of working with Inform is how adaptive they’ve been. So, when we’ve asked for different things throughout the programme, they’ve managed to create new ways of training delivery.”

HEAD OF ORGANISATIONAL
DEVELOPMENT AND CULTURE

BURY COUNCIL



SUCCESS STORIES

“We’re now an organisation that has got people with the level of skill to complement their passion for working in new ways. And who are supporting that change within their services.”

DIRECTOR OF PEOPLE AND INCLUSION
BURY COUNCIL



[Read online: NHS Derby and Derbyshire ICB case study](#)

NHS DERBY AND DERBYSHIRE ICB

- ✓ Delivered a technology landscape report across 300+ care homes
- ✓ Completed a training needs analysis across the ICB
- ✓ Established M365 skill levels and attitudes towards training within the ICB
- ✓ Developed digital skills strategy with recommendations for priority skills and training approach
- ✓ Rolled out a digital champions programme and targeted M365 training

BURY COUNCIL

- ✓ Delivered 18 month digital champions programme
- ✓ Trained over 950 employees in Microsoft 365, soft skills and new ways of working
- ✓ Conducted digital maturity assessments to benchmark skills and measure progress
- ✓ Digital skills increased by 71%
- ✓ Training sessions rated on average 9.3 out of 10 by participants



[Read online: Bury Council case study](#)

MIX AND MATCH OUR SERVICES TO **SUIT** YOUR PROJECT GOALS

- Digital champions programme
- Digital upskilling and digital literacy
- Microsoft 365 learning and support helpdesk
- Train the trainer: coaching and development
- Training for hybrid working and remote working
- Training needs analysis and digital skills strategy
- Windows 11 training and adoption
- Knowledge sharing and collaboration with Microsoft 365
- Microsoft Copilot training
- Microsoft 365 for task and project management
- Microsoft Power Platform training and development
- Microsoft Teams training and digital upskilling
- Online meetings, collaboration and web conferencing
- Cloud productivity consultancy, training and support services
- Rosa training
- Microsoft 365 NHS shared tenant services

