Microsoft 365 Learning Programmes

Boost digital skills and confidence with our learning programmes. Covering the core Microsoft 365 apps, including Teams, SharePoint, OneDrive, and OneNote. Forms, Viva, and Planner. As well as key scenarios and new ways of working. Programmes can be fully tailored to your organisation's needs. From depth of learning and topics covered, to sessions timetables and support available.

All Hable learning programmes and services are designed and delivered based on the Prosci® ADKAR model. Using our expertise we:

- ✓ Use our assess and plan process to understand where you are

- ✓ Tailor a learning programme to your organisation based on your requirements, to inspire your people and boost their digital skills

- ✓ Deliver an engaging internal comms campaign to raise awareness of the learning and drive sign ups - using proven change communications practices

- ✓ Deliver the learning against an agreed timetable, in a way that works for your people

- ✓ Prioritise accessibility throughout

Hable