



READY-MADE LEARNING

Events

**Enable face-to-face and blended
training for your organisation**

What is Events?

Delivering great training starts long before the session itself. Coordinating staff, trainers and external partners can be complex and managing bookings and communications takes time. Events removes the hassle, streamlining every step of the process.

With Events, your team can manage trainers, calendars, venues and bookings all in one place. It makes organising and communicating with learners effortless, wherever they're based.

IT CAN BE USED FOR:

Blended learning

Instructor-led training

Employee onboarding

Meetings

Service availability

Multi-date events

**Events can be deployed as a standalone system or as an add-on to Form LMS.
Events works seamlessly with existing Form LMS users and courses.**

Why Events?

Schedule

Save time and money by managing the logistics of training sessions, venues and attendees with zero hassle.

Measure

Track performance and training impact to drive continuous improvement.

Deliver

Equip trainers with the tools to run smooth, engaging sessions.

Integrate

Events seamlessly slots into Form LMS and works with your existing users and courses.

Benefits of using Events with Form LMS

Form LMS makes it simple to deliver **blended, virtual and face-to-face training** at scale. Create single or multi-date events, combine them with e-learning, and give your teams an easy way to book and manage their training through an intuitive calendar view.

The WCAG 2.0 AA - compliant interface ensures every learner has an accessible, seamless experience.

DEEP CUSTOMISATION

**Flexible completion options –
attendance or assessment**

**Capture cancellation reasons
automatically**

Auto-cancel events with low bookings

Fully customisable booking forms

INTUITIVE CALENDAR INTERFACE

**View past, current and upcoming events
through a sophisticated calendar view**

**Switch between day, week, month and
list views**

**Filter events quickly using
advanced filters**

**Learners get a personalised view
showing only their bookings**

BUILT WITH TRAINERS IN MIND

Easily allocate trainers to events

**Assess learners quickly using built-in
reporting tools**

**Mark attendance and capture notes
digitally for accurate records**



About Me Learning

We are a dedicated team of training experts with a strong track-record of creating learning that unlocks workforce potential. Since 2006, we have provided e-learning for organisations in the public and private sector.



Highly accredited

Our accreditation is second to none — Cyber Security Essentials Plus, ISO 27001 and ISO 9001



Easy to do business with

We are on a range of public sector frameworks and dynamic purchasing systems (DPS).



Team of experts

Our team brings together leading minds in learning, creating training that transforms how people think and learn.

“

I have worked over a period of several months with the professionals from Me Learning and found them to be excellent in both their flexible approaches to solving complex problems and the way they approach challenges in a dynamic and proactive manner.

Stephen Lonsdale

Head of Adult Safeguarding and Mental Health,
Dudley Borough Council

We have always been delighted with the responsive approach by the help desk and account managers at the Me Learning team.

Catherine Pearson

GM Projects and Contracts Manager,
Greater Manchester Combined Authority (GMCA)

”

Get in touch

We're always happy to help.
Our UK sales teams are here for your questions and enquiries.

✉ Enquiries@melearning.co.uk
☎ 01273 091 30

📍 Me Learning Ltd
1st Floor, Europa House
Southwick Square, Southwick
Brighton
BN42 4F