Ready toGo
learning from Walkgrove

- Compliance
- Information security and data protection
- Health and safety
- Diversity and inclusion
- Performance and leadership
- Fundamental management skills
- IT skills
- Travel safety and security
- Mental health awareness

Walkgrove
Part of the Aleido Group
original award-winning learning solutions

Contents

Compliance bundle

A comprehensive portfolio of CPD accredited compliance courses

This comprehensive portfolio of compliance courses enables your workforce to understand and apply the latest best practice and regulatory standards with regards to financial crime and financial conduct, information governance, ethics and equality issues.

These time-efficient courses range from compact, 5-minute microlearning sessions to detailed one-hour modules that give topics more depth.

Compliance topics and courses	Audience	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Anti-money laundering								
Anti-money laundering (Adaptive)	UK	90		✔		✔		✔
Anti-money laundering (Advanced)	UK	60		✔		✔		
Anti-money laundering fundamentals	UK	45		✔		✔		
Anti-money laundering global (Advanced)	Global	60		✔		✔		
Adventures in Anti-money laundering (coming soon)	Global	45		✔		✔		
Anti-money laundering: Know your risks	Global	45		✔		✔		
Anti-money laundering: A 5-minute refresher	UK	30		✔		✔		
Anti-money laundering: A 10-minute refresher	UK	5	✔	✔		✔		
Anti-money laundering: A 30-minute refresher	UK	10	✔	✔		✔		
Due diligence	UK	30		✔		✔		
Enhanced due diligence	UK	20		✔		✔		

Compliance topics and courses	Audience	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
AML legislation	UK EU	5	✔	✔		✔		
Know your customer	Global	5	✔	✔		✔		
Terrorist financing	Global	15		✔		✔		
Politically exposed persons	Global	5	✔	✔		✔		
Reporting suspicious activity	Global	5	✔	✔		✔		
Accounting red flags	UK	5	✔	✔		✔		
Preventing money laundering (challenge)	Global	5	✔	✔		✔	✔	
Proliferation financing: Managing Global risk	UK Global	15		✔		✔		
US client due diligence for international matters	US	20		✔		✔		
AML knowledge check	UK	5	✔	✔		✔		
AML global knowledge check	Global	5	✔	✔		✔		
Sanctions								
Sanctions: Complying with international restrictions	Global	30		✔		✔		
Sanctions: Know your transaction	UK	20		✔		✔		
Sanctions: Latest developments	UK	5	✔	✔		✔		
Export and import controls (coming soon)	Global	40		✔		✔		
Customs declarations	Global	5	✔	✔		✔		
Financial sanctions	Global	5	✔	✔		✔		
Dangerous goods shipments	Global	10	✔	✔		✔		
Title transfer and incoterms	Global	5	✔	✔		✔		
Trade controls	Global	5	✔	✔		✔		
Sanctions knowledge check	UK	5	✔	✔		✔		
Sanctions knowledge check 2	UK	5	✔	✔		✔		
Anti-bribery								
Anti-bribery fundamentals	Global	30		✔		✔		
Anti-bribery and corruption (Adaptive)	UK US	60		✔		✔		✔
Anti-bribery know your deal	UK	25		✔		✔		
Global anti-bribery and corruption (Adaptive)	Global	45		✔		✔		✔
Anti-bribery Global	Global	30		✔		✔		
Anti-bribery: The basics	UK	10	✔	✔		✔		
Beating bribery	Global	25		✔		✔		
Working with the Bribery Act	UK	20		✔		✔		
FCPA: Know your deal	US	20		✔		✔		

Compliance topics and courses	Audience	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
International legislation	Global	5	✔	✔		✔		
Associated persons and due diligence	Global	5	✔	✔		✔		
Gifts and hospitality	Global	5	✔	✔		✔		
Consequences of bribery	Global	5	✔	✔		✔		
Interacting with public officials	Global	5	✔	✔		✔		
Is it bribery?	Global	5	✔	✔		✔		
Anti-bribery: Knowledge check	UK	5	✔	✔		✔		
Global anti-bribery: Knowledge check	Global	5	✔	✔		✔		
FCPA knowledge check	US	5	✔	✔		✔		
Fraud and fair competition								
Fraud awareness	Global	45		✔		✔		
Avoiding anti-competitive activity (Adaptive)	UK	45		✔		✔		✔
Avoiding anti-competitive activity	Global	25		✔		✔		
Fraud and market abuse: A practical overview	UK US	20		✔		✔		
Competing fairly	Global	30		✔		✔		
Antitrust: Know your market	US	20		✔		✔		
Insider trading: Fundamentals	US	20		✔		✔		
Securities law: Know your trade	US	20		✔		✔		
Insider trading	Global	10	✔	✔		✔		
Product liability	Global	15		✔		✔		
Antitrust around the world	Global	5	✔	✔		✔		
Fair competition dos and don'ts	Global	5	✔	✔		✔		
Interacting with competitors	Global	5	✔	✔		✔		
Interacting with customers and suppliers	Global	5	✔	✔		✔		
Bid suppression (coming soon)	Global	5	✔	✔		✔		
Collusive bidding	Global	5	✔	✔		✔		
Commercially sensitive information	Global	5	✔	✔		✔		
Detecting and reporting fraud	Global	5	✔	✔		✔		
False invoicing	Global	5	✔	✔		✔		
Leaking bid information	Global	5	✔	✔		✔		
Unethical supplier practice	Global	5	✔	✔		✔		
Competition law: Knowledge check	UK	5	✔	✔		✔		
Whistleblowing								
Whistleblowing	UK	30		✔		✔		

Compliance topics and courses	Audience	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Whistleblowing (Adaptive)	Global	30		✔		✔		✔
Speaking up	UK	25		✔		✔		
Whistleblowing: Understand your rights	EU UK	30		✔		✔		
Whistleblowing: Understand your rights	US	30		✔		✔		
Your role in creating a speak up culture	Global	5	✔	✔		✔		
Tax evasion								
Tax evasion	Global	20		✔		✔		
Tax evasion: Failure to prevent	UK	45		✔		✔		
Tax evasion: Failure to prevent	UK	15		✔		✔		
DAC6 advanced	UK EU	30		✔		✔		
DAC6 fundamentals	UK EU	20		✔		✔		
Tackling tax evasion	UK	10	✔	✔		✔		
Tax evasion: Knowledge checks	UK	5	✔	✔		✔		
DAC6 knowledge check	UK EU	5	✔	✔		✔		
Modern slavery								
Modern slavery: Preventing exploitation	UK	20		✔		✔		
Modern slavery: Preventing exploitation	Global	20		✔		✔		
Modern slavery: Practical overview	Global	20		✔		✔		
Modern slavery: Practical steps for procurement	UK	15		✔		✔		
Modern slavery: Transparency statements	UK	10	✔	✔		✔		
What is modern slavery?	UK	5	✔	✔		✔		
Identifying modern slavery in the supply chain	UK	5	✔	✔		✔		
Modern slavery: Knowledge check	Global	5	✔	✔		✔		
Conflicts of interest								
Conflicts in the workplace: Understand your influences	UK	25		✔		✔		
Conflicts of interest: A guide for law firms	UK	20		✔		✔		
Conflicts of interest	Global	15		✔		✔		
Conflicts of interest: Knowledge checks	UK	5	✔	✔		✔		
FCA compliance								
Introduction to FCA regulation	UK	20		✔		✔		
FCA conflicts of interest	UK	40		✔		✔		
FCA client money and assets (coming soon)	UK	90		✔		✔		
FCA complaints handling	UK	30		✔		✔		

Compliance topics and courses	Audience	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Financial sanctions	UK	30		✔		✔		
Market abuse regulation (coming soon)	UK	60		✔		✔		
FCA consumer duty: A new standard of customer care	UK	30		✔		✔		
Treating customers fairly	UK	40		✔		✔		
Vulnerable customers in financial services	UK	30		✔		✔		
SMCR: The Senior Managers and Certification Regime	UK	30		✔		✔		
Safeguarding: Keeping our customers safe	UK	20		✔		✔		
Vulnerable customers: Knowledge check	UK	5	✔	✔		✔		
SRA compliance								
SRA standards and regulations: Fundamentals	UK	30		✔		✔		
SRA standards and regulations: A practical overview	UK	20		✔		✔		
Ethics for law firms	UK	20		✔		✔		
Sexual misconduct: Understanding the SRA guidance	UK	20		✔		✔		
SRA compliance at your firm	UK	20		✔		✔		
Managing clients and matters	UK	20		✔		✔		
SRA accounts rules	UK	15		✔		✔		
The insurance distribution directive	UK	15		✔		✔		
SRA standards and regulations: Knowledge check	UK	5	✔	✔		✔		
SRA standards practical overview: Knowledge check	UK	5	✔	✔		✔		
Responsible business								
Code of conduct	Global	45		✔		✔		
Respecting human rights in business	Global	20		✔		✔		
Risk management: Fundamentals	Global	20		✔		✔		
Protecting students' consumer rights	UK	50		✔		✔		
Responsible retailing of alcohol (challenge)	Global	15		✔		✔	✔	
Business continuity	Global	5	✔	✔		✔		
Risk management: Knowledge check	UK	5	✔	✔		✔		

Information security and data protection bundle

A comprehensive suite of CPD accredited information security & data protection courses

The true power of an organisation lies not in its data or technology, but in the people who are entrusted with managing, protecting, and utilising those assets responsibly. This human element, with its strengths and vulnerabilities, is at the heart of today's data-driven and technology-driven business environment.

Legislation such as GDPR provides rigorous standards for handling personal data and imposes serious penalties for non-compliance. To help navigate this landscape, our suite of courses offer clear guidance on GDPR principles and global data protection norms, tailored to employees in diverse roles with varying degrees of data interaction.

Information security and data protection topics and courses	Audience	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
GDPR								
Data protection (Adaptive)	UK EU	60		✔		✔		✔
GDPR: Privacy at work	UK	30		✔		✔		
Personal data protection (coming soon)	EU	50		✔		✔		
GDPR in 5 minutes	UK EU	5	✔	✔		✔		
Understanding personal data	UK EU	5	✔	✔		✔		
Responsibilities under the GDPR	UK EU	5	✔	✔		✔		
Accountability and the GDPR	UK EU	10	✔	✔		✔		
Binding corporate rules and data protection	UK EU	5	✔	✔		✔		
Individual rights under the GDPR	UK EU	5	✔	✔		✔		

Information security and data protection topics and courses	Audience	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Reporting a personal data breach (coming soon)	UK EU	5	✔	✔		✔		
The right to be forgotten (erasure) (coming soon)	UK EU	5	✔	✔		✔		
GDPR knowledge check	UK	5	✔	✔		✔		
GDPR knowledge check for marketing	UK	5	✔	✔		✔		
GDPR and HR knowledge check	UK	5	✔	✔		✔		
GDPR technical measures: Knowledge check	UK	5	✔	✔		✔		
UK GDPR								
Data protection: A UK outlook	UK	20		✔		✔		
GDPR: A practical overview for all staff	UK	25		✔		✔		
GDPR: A practical overview	UK	45		✔		✔		
Personal data protection (coming soon)	UK	50		✔		✔		
GDPR: The basics	UK	15		✔		✔		
Six principles of data protection	UK	5	✔	✔		✔		
Freedom of information	UK	20		✔		✔		
PECR: Getting to grips	UK	30		✔		✔		
GDPR advanced – data protection legislation	UK	5	✔	✔		✔		
GDPR advanced – data protection impact assessments	UK	5	✔	✔		✔		
GDPR advanced – conditions for processing	UK	5	✔	✔		✔		
GDPR advanced – privacy notices	UK	10	✔	✔		✔		
GDR advanced for data protection officers	UK	5	✔	✔		✔		
GDPR advanced for marketing professionals	UK	5	✔	✔		✔		
GDPR advanced for HR professionals	UK	5	✔	✔		✔		
GDPR advanced for IT departments	UK	5	✔	✔		✔		
Information request (challenge)	UK	10	✔	✔		✔	✔	
Global data protection best practice								
Data protection: A global outlook	Global	45		✔		✔		
Introduction to personal data protection	Global	25		✔		✔		
Securing personal data	Global	5	✔	✔		✔		
Using big data ethically	Global	5	✔	✔		✔		
US data privacy								
Data privacy: Fundamentals	US	20		✔		✔		
Data privacy in the US	US	10	✔	✔		✔		
HIPAA: Securing health information	US	20		✔		✔		

Information security and data protection topics and courses	Audience	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
California Privacy Rights Act (CPRA)	US	10	✔	✔		✔		
GDPR: Ann American perspective	US	10	✔	✔		✔		
Data privacy knowledge check for the US	US	5	✔	✔		✔		
HIPAA knowledge check	US	5	✔	✔		✔		
Information security								
Information security	Global	30		✔		✔		
Information security: Background and best practice	Global	60		✔		✔		
Information security: A practical overview	Global	30		✔		✔		
Internet, email and social media (coming soon)	Global	30		✔		✔		
Records management	Global	25		✔		✔		
PCI DSS – front line	UK	15		✔		✔		
PCI DSS – back office	UK	15		✔		✔		
Using social media (challenge)	Global	15		✔		✔		
Protecting information (digital risks)	Global	5	✔	✔		✔		
Protecting information (physical risks)	Global	5	✔	✔		✔		
Protecting intellectual property	Global	10	✔	✔		✔		
Protecting physical property	Global	10	✔	✔		✔		
Handling different type of data	Global	5	✔	✔		✔		
Consequences of information leaks	Global	5	✔	✔		✔		
Social media awareness	Global	10	✔	✔		✔		
Using email and the internet securely (coming soon)	Global	5	✔	✔		✔		
Using portable storage devices (coming soon)	Global	5	✔	✔		✔		
Securing mobile devices	Global	5	✔	✔		✔		
Information security: Knowledge check	Global	5	✔	✔		✔		
Cyber security								
Cyber security: Journey to safety	Global	30		✔		✔		
Cyber security: Practical applications	Global	20		✔		✔		
Social media: Communicating at work	Global	20		✔		✔		
Email@risk	Global	15		✔		✔		
Phishing awareness	Global	5	✔	✔		✔		
Ransomware	Global	5	✔	✔		✔		
Understanding social engineering (coming soon)	Global	5	✔	✔		✔		
Setting a secure password (coming soon)	Global	5	✔	✔		✔		
Protecting your identity (coming soon)	Global	5	✔	✔		✔		

Information security and data protection topics and courses	Audience	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Consequences of cybercrime	Global	5	✔	✔		✔		
Phishing challenge	Global	5	✔	✔		✔	✔	
Phishing challenge 2.0	Global	5	✔	✔		✔	✔	
Phishing challenge 3.0	Global	5	✔	✔		✔	✔	
Phishing challenge 4.0	Global	5	✔	✔		✔	✔	
Cyber knowledge check	Global	5	✔	✔		✔		
Cyber security knowledge check: The basics	Global	5	✔	✔		✔		
Cyber security knowledge check: Social engineering	Global	5	✔	✔		✔		
Cyber security knowledge check: Passwords	Global	5	✔	✔		✔		
Cyber security knowledge check: Phishing	Global	5	✔	✔		✔		
Social media: Knowledge check	Global	5	✔	✔		✔		

Health and safety bundle

An extensive collection of health and safety courses approved by RoSPA

Walkgrove's health and safety courses are approved by the Royal Society for the Prevention of Accidents.

The portfolio contains vital information relevant to all types of modern workplaces including office-based, technical and manual roles. Each course supports your team to maintain physical and mental well-being at work and to keep themselves and others safe.

Essential topics include handling common workplace hazards, guides for managers, risk assessment and safeguarding.

All courses are time-effective; the suite includes quick introductions of 5 minutes as well as more detailed modules of one hour or more for topics that require more comprehensive understanding.

Health and safety topics and courses	Audience	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Workplace safety								
Health and safety for office workers	UK	60		✔		✔		
Personal protective equipment	UK	50		✔		✔		
Personal protective equipment: A global outlook	Global	50		✔		✔		
Remote working (coming soon)	UK	30		✔		✔		
Hybrid working	Global	40		✔		✔		
Lone working	UK	30		✔		✔		
Slips and trips	UK	25		✔		✔		
Slips and trips: A global outlook	global	25		✔		✔		
Electrical safety	UK	25		✔		✔		

Health and safety topics and courses	Audience	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Drugs and alcohol at work	UK	40		✔		✔		
New and expectant parents	UK	45		✔		✔		
Personal safety	UK	20		✔		✔		
Slips and trips (challenge)	Global	20		✔		✔	✔	
Violence and aggression	Global	20		✔		✔		
Your health and safety (challenge)	UK	10	✔	✔		✔	✔	
Can you spot the hazard?	Global	5	✔	✔		✔		
Avoiding slips and trips	Global	5	✔	✔		✔		
Personal protective equipment	UK	5	✔	✔		✔		
Sitting, posture and lifting								
Display screen equipment	UK	90		✔		✔		
Display screen equipment: A global outlook	Global	90		✔		✔		
DSE: Exercises	Global	10	✔	✔		✔		
DSE: Pregnancy	Global	10	✔	✔		✔		
DSE: Refresher	Global	10	✔	✔		✔		
Manual handling	UK	30		✔		✔		
Manual handling: A global outlook	Global	30		✔		✔		
Manual handling (challenge)	Global	30		✔		✔	✔	
Spinal awareness: Improving your posture	Global	5	✔	✔		✔		
Spinal awareness: Managing the risks of spinal injury	Global	5	✔	✔		✔		
Spinal awareness: Stretching exercises	Global	5	✔	✔		✔		
Spinal awareness: Understanding your spine	Global	5	✔	✔		✔		
Safeguarding								
Safeguarding essentials	UK	60		✔		✔		
Safeguarding adults	UK	60		✔		✔		
Safeguarding children	UK	60		✔		✔		
Preventing radicalisation and extremism	UK	30		✔		✔		
Vehicle, plant and equipment safety								
Abrasive wheels	UK	30		✔		✔		
Driving at work	UK	25		✔		✔		
Ladder safety	UK	45		✔		✔		
Lift truck safety	UK	25		✔		✔		
Lifting operations and lifting equipment regulations	UK	20		✔		✔		
Lock out tag out	UK	60		✔		✔		
Lock out tag out: A global outlook	Global	60		✔		✔		

Health and safety topics and courses	Audience	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
PUWER	UK	25		✔		✔		
Working at height advanced	UK	30		✔		✔		
Working at height essentials	UK	25		✔		✔		
Working at height essentials: A global outlook	Global	25		✔		✔		
Hand and arm vibration	UK	15		✔		✔		
Check your vehicle before driving at work	UK	5	✔	✔		✔		
Preparing for your journey	UK	5	✔	✔		✔		
Hazardous substances								
Hazardous substances	UK	20		✔		✔		
Hazardous substances: A global outlook	Global	20		✔		✔		
COSHH (hazardous substances)	UK	50		✔		✔		
Hazardous substances (COSHH) refresher	UK	10	✔	✔		✔		
Lab safety	Global	30		✔		✔		
Fire safety								
Fire safety awareness	UK	70		✔		✔		
Fire safety awareness: A global outlook	Global	70		✔		✔		
Fire safety (challenge)	UK	30		✔		✔	✔	
Fire wardens	UK	90		✔		✔		
Don't get burnt	Global	5	✔	✔		✔		
Fire, can you handle it?	UK	5	✔	✔		✔		
Food safety								
Food safety level 1	UK	50		✔		✔		
Food safety level 2	UK	120		✔		✔		
Food safety level 3	UK	120		✔		✔		
Food allergies	UK	25		✔		✔		
Environmental sustainability								
ESG: Fundamentals	Global	20		✔		✔		
ESG: The basics	Global	5	✔	✔		✔		
ESG: Practical applications	Global	45		✔		✔		
Climate change: Understanding the challenge	Global	15		✔		✔		
What is sustainability?	Global	10	✔	✔		✔		
Working towards zero waste	Global	15		✔		✔		
Supply chain due diligence	Global	10	✔	✔		✔		
Pollution	Global	15		✔		✔		
Recycling food and organic waste	Global	10	✔	✔		✔		

Health and safety topics and courses	Audience	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Saving energy and water	Global	15		✔		✔		
Business sustainability management	Global	5	✔	✔		✔		
Eco-driving	Global	5	✔	✔		✔		
Non-recyclable waste	Global	5	✔	✔		✔		
Sustainable travel	Global	10	✔	✔		✔		
Specialist environments								
Asbestos awareness	UK	40		✔		✔		
CDM regulations	UK	25		✔		✔		
Confined spaces awareness	Global	20		✔		✔		
Legionella	UK	50		✔		✔		
Noise exposure	UK	15		✔		✔		
Legionella and water safety	UK	25		✔		✔		
Confined spaces (challenge)	Global	5	✔	✔		✔	✔	
Emergency response								
Evacuation awareness	UK	50		✔		✔		
Emergency first aid awareness	UK	45		✔		✔		
First aid for non-first aiders	UK	25		✔		✔		
Pandemic awareness	Global	35		✔		✔		
Active shooter (challenge)	Global	5	✔	✔		✔	✔	
Bomb threat	Global	5	✔	✔		✔		
Civil unrest	Global	5	✔	✔		✔		
Explosions (challenge)	Global	5	✔	✔		✔	✔	
Medical emergency	Global	5	✔	✔		✔		
Preventing the spread of infection	Global	5	✔	✔		✔		
Health and safety for dutyholders								
Managing health and safety	UK	55		✔		✔		
Introduction to premises management	UK	25		✔		✔		
Management of contractors	UK	30		✔		✔		
RIDDOR	UK	25		✔		✔		
Risk assessment	UK	45		✔		✔		
Risk assessment: A global outlook	Global	45		✔		✔		
Working with young people	UK	20		✔		✔		
Manager's overview of health and safety	UK	30		✔		✔		
Risk assessment (challenge)	UK	15		✔		✔	✔	
Health and safety for Directors	UK	5	✔	✔		✔		

Diversity and inclusion bundle

A suite of courses that provides a framework for a diverse and inclusive company culture

Our diversity and inclusion offering promotes the respect and inclusion of people of all races, gender identities, sexual orientation, ages and physical and mental differences. Courses help learners empathise with the challenges that different types of people face; spot harmful unintentional gestures; ally with and advocate for colleagues who need support and manage problematic situations when needed.

This suite will provide learners with a strong and solid framework enabling them to contribute to a harmonious and diverse company culture whilst working better together as a team.

Diversity and inclusion topics and courses	Audience	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Diversity awareness								
Inclusion essentials	Global	90		✔		✔		
Diversity and inclusion: Managers skills in focus	Global	60		✔		✔		
Sexual orientation	Global	50		✔		✔		
Gender and sexuality awareness (coming soon)	Global	40		✔		✔		
Introduction to intersectionality	Global	30		✔		✔		
Neurodiversity	Global	30		✔		✔		
Menopause at work	Global	30		✔		✔		
Cultural awareness	Global	15		✔		✔		
Trans and non-binary awareness	Global	15		✔		✔		
Supporting trans and non-binary people at work: Manager's guide	Global	15		✔		✔		
Gender equality	Global	15		✔		✔		
Disability inclusion	Global	10	✔	✔		✔		
Gender identity	Global	10	✔	✔		✔		
Sexual orientation	Global	10	✔	✔		✔		
Diversity: Knowledge check	Global	5	✔	✔		✔		

Diversity and inclusion topics and courses	Audience	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Promoting respect and inclusion								
Allyship	Global	30		✔		✔		
Diversity and inclusion: Engaging with others	UK Global	30		✔		✔		
Bystander intervention in focus	UK	30		✔		✔		
Bystander intervention in focus	Global	30		✔		✔		
The effective bystander	Global	20		✔		✔		
Disabled adventures in work and recruitment	Global	30		✔		✔		
Disabled adventures in customer service	Global	30		✔		✔		
Creating an environment based on respect	Global	15		✔		✔		
How to be an ally	Global	10	✔	✔		✔		
Inclusion awareness: Knowledge check	Global	5	✔	✔		✔		
Sexual harassment								
Sexual harassment (coming soon)	UK	60		✔		✔		
Sexual harassment (coming soon)	US	70		✔		✔		
Tackling sexual harassment at work	UK	45		✔		✔		
Understanding and confronting sexual harassment at work	Global	20		✔		✔		
Sexual harassment	UK US	10	✔	✔		✔		
Bias awareness								
An introduction to unconscious bias	Global	35		✔		✔		
Understanding unconscious bias	Global	60		✔		✔		
Tackling age bias	Global	30		✔		✔		
Understanding and tackling gender bias	Global	30		✔		✔		
Race bias in the workplace: A guide for managers	Global	40		✔		✔		
What is unconscious bias?	Global	15		✔		✔		
Understanding gender bias	Global	15		✔		✔		
Tackling gender bias	Global	15		✔		✔		
Understanding race bias	Global	20		✔		✔		
Problematic behaviour								
Tackling problem behaviour	Global	60		✔		✔		
Tackling problem behaviour	Global	15		✔		✔		
The impact of micro-behaviours	Global	30		✔		✔		
Domestic abuse	Global	30		✔		✔		
Banter in the workplace	Global	15		✔		✔		
Bullying and harassment: Effective interventions	Global	15		✔		✔		
Facing anger and emotion in the workplace	Global	15		✔		✔		

Diversity and inclusion topics and courses	Audience	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Micro behaviours	Global	15		✔		✔		
Microaggressions in the workplace	Global	15		✔		✔		
Racism in the workplace	Global	15		✔		✔		
UK equality legislation								
Introduction to UK equality legislation	UK	25		✔		✔		
Introduction to UK equality legislation for managers	UK	25		✔		✔		
Introducing equality impact assessments	UK	25		✔		✔		
Implementing reasonable adjustments	UK	20		✔		✔		
The public sector equality duty	UK	10	✔	✔		✔		

Performance and leadership bundle

CPD accredited courses to help promote a performance culture

A portfolio of courses that can help promote a performance culture and support all staff to excel in their roles.

The essentials package provides performance management tools that are ideally tailored for modern working, offers managers effective guidance for supporting their team and builds customer-facing skills.

All courses are delivered to maximise time efficiency for busy learners.

Course length ranges from 10 minutes of high-impact learning on single topics to modules of an hour or more that give learners understanding of substantial training areas.

Performance and leadership topics and courses	Audience	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Communication								
Six steps to productive meetings	Global	15		✔		✔		
Six steps to leading productive meetings	Global	60		✔		✔		
Conflict resolution (coming soon)	Global	50		✔		✔		
How to give feedback	Global	20		✔		✔		
Inclusive language and communication	UK	15		✔		✔		
Understanding communication styles	Global	20		✔		✔		
Being an active listener	Global	5	✔	✔		✔		
Effective questioning	Global	5	✔	✔		✔		
Giving useful feedback	Global	5	✔	✔		✔		
Tips for writing effectively	Global	5	✔	✔		✔		

Performance and leadership topics and courses	Audience	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Personal effectiveness								
Assert yourself	Global	60		✔		✔		
Assert yourself	Global	15		✔		✔		
Building trust	Global	25		✔		✔		
How to be more productive	Global	30		✔		✔		
How to challenge	Global	30		✔		✔		
Influencing people	Global	25		✔		✔		
Time management (coming soon)	Global	50		✔		✔		
Working from home	Global	30		✔		✔		
Avoiding workplace conflict	Global	15		✔		✔		
Emotional intelligence	Global	15		✔		✔		
Setting SMART objectives	Global	5	✔	✔		✔		
Difficult and sensitive conversations								
Difficult conversations	Global	15		✔		✔		
Handling difficult conversations	Global	60		✔		✔		
Having difficult conversations	Global	20		✔		✔		
Sensitive issues: Overview	Global	30		✔		✔		
Dealing with sensitive issues: Overview	Global	15		✔		✔		
Sensitive issues: Alcohol	Global	15		✔		✔		
Sensitive issues: Body odour	Global	15		✔		✔		
Maximising performance								
Inclusive leadership	Global	60		✔		✔		
Managing performance effectively	Global	20		✔		✔		
Managing remote workers	Global	30		✔		✔		
Managing sickness absence	Global	25		✔		✔		
Supporting new and expectant parents	Global	30		✔		✔		
How to delegate	Global	30		✔		✔		
Motivating people	Global	15		✔		✔		
Maximising potential through developing strengths	Global	15		✔		✔		
Making appraisals count	Global	15		✔		✔		
Introduction to coaching	Global	20		✔		✔		
Coaching awareness	Global	10	✔	✔		✔		
Mentoring awareness	Global	10	✔	✔		✔		
The performance management lifecycle	Global	10	✔	✔		✔		
Managing change	Global	5	✔	✔		✔		

Performance and leadership topics and courses	Audience	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Flexible working	Global	5	✔	✔		✔		
Monitoring performance effectively	Global	5	✔	✔		✔		
New and expectant mothers – new mothers in the workplace	UK	5	✔	✔		✔		
New and expectant mothers – working during pregnancy	UK	5	✔	✔		✔		
Supporting your team's performance (coming soon)	Global	5	✔	✔		✔		
Return to work (challenge)	Global	5	✔	✔		✔	✔	
Recruitment								
Recruitment and selection: An introduction	Global	25		✔		✔		
Recruitment and selection essentials	UK	75		✔		✔		
Conducting effective interviews	Global	15		✔		✔		
How to recruit the right person	UK	15		✔		✔		
Creating a job advert (coming soon)	Global	5	✔	✔		✔		
Customer support/customer service								
Complaints and compliments	Global	15		✔		✔		
Providing great customer service	Global	5	✔	✔		✔		
Who is your customer?	Global	5	✔	✔		✔		
The three Cs of customer service	Global	5	✔	✔		✔		
The importance of great customer service	Global	5	✔	✔		✔		
Disciplinary and grievance								
Disciplinary matters	Global	45		✔		✔		
Disciplinary and grievance (coming soon)	UK	30		✔		✔		
Managing grievances	Global	20		✔		✔		
Managing disciplinaries	Global	25		✔		✔		
Employee investigations and hearings	UK	30		✔		✔		
Informal conversations	Global	15		✔		✔		
Formal disciplinary meetings	Global	15		✔		✔		
Disciplinary investigations	Global	15		✔		✔		
Understanding grievances	Global	5	✔	✔		✔		
Mental health								
Mental health in the workplace: Overview	Global UK	60		✔		✔		
Mental health: Doing the right thing	Global UK	15		✔		✔		
What is mental health?	Global	5		✔		✔		
Resilience	Global	20		✔		✔		
Building resilience	Global	20		✔		✔		

Performance and leadership topics and courses	Audience	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Online wellbeing	Global	10	✔	✔		✔		
Recognising anxiety and depression	Global	5	✔	✔		✔		
Spotting mental health red flags	Global	5	✔	✔		✔		
Supporting your colleagues' mental health	Global	5	✔	✔		✔		
Wellbeing and remote working (coming soon)	Global	15		✔		✔		
Supporting student mental health and wellbeing	UK	60		✔		✔		
Mental health: Knowledge check	Global	5	✔	✔		✔		
Stress								
Stress awareness (coming soon)	Global	40		✔		✔		
Stress management at work (coming soon)	UK	50		✔		✔		
Mental health: Managing stress	Global UK	15		✔		✔		
Mental health: Stress less	Global UK	15		✔		✔		
Managing your personal stress	UK	20		✔		✔		
Identifying stress in your team	Global	5	✔	✔		✔		
Healthy living								
Healthy living awareness (coming soon)	Global	25		✔		✔		
Drug and alcohol awareness	Global	15		✔		✔		
Healthy lifestyle – drink	Global	10	✔	✔		✔		
Healthy lifestyle - exercise	Global	5	✔	✔		✔		
Healthy lifestyle – food	Global	5	✔	✔		✔		
Healthy lifestyle – sleep	Global	5	✔	✔		✔		
Work life balance (challenge)	Global	5	✔	✔		✔	✔	

Fundamental management skills

Bitesize modules for team leaders, supervisors and managers

Ready to Go fundamentals modules are fast-paced and fun. They are designed to give learners the core skills and behaviours that will help them become successful leaders and managers.

We researched the many and various management and leadership topics to identify what we consider to be the top twenty skills and behaviours that a successful manager must acquire.

Our next challenge was the setting. Most generic online programs relate to an office based situation but, in reality, you could be managing people in a laboratory, on a shop floor, working on a construction site, in a hospital or care home – the possibilities are endless.

Our characters, their settings and their tasks are designed not to be associated with any particular environment, so that the learner focuses on the skill or behaviour they are learning about, rather than be distracted by an environment that has no resonance with their experience.

Fundamental management skills topics and courses	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Communication skills							
Head in the sand?	15		✔		✔		
It's what you don't say	15		✔		✔		
Two ears; one mouth	15		✔		✔		
I like talking to you	15		✔		✔		
Influencing skills							
Sway this way	15		✔		✔		
Tug of war	15		✔		✔		
Seal the deal!	15		✔		✔		
Personal development							
Act SMART	15		✔		✔		
Assert yourself	15		✔		✔		
Where did the day go?	15		✔		✔		
What first?	15		✔		✔		
Management and leadership							
A matter of style	15		✔		✔		
I prefer the carrot	15		✔		✔		
Let Stan do it	15		✔		✔		
Team development							
From form to perform	15		✔		✔		
Strength far and wide	15		✔		✔		
Great meetings							
Chair in control	15		✔		✔		
Minutes matter	15		✔		✔		
Great presentations							
Perfect Prep	15		✔		✔		
On the edge of their seats	15		✔		✔		

IT skills

A range of courses covering MS Windows and MS Office

Walkgrove offers a portfolio of courses that can help learners to understand the basics as well as progress to advanced capabilities with Windows and the Microsoft Office suite of products.

These courses include a series of interactive tutorials, as well as practical exercises and comprehensive testing.

Courses are divided into easily digestible lessons of 10-20 minutes each, and multiple language versions are also available for deployment to international learners.

IT skills topics and courses	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Microsoft Office 365							
Office 365 basics	30			✔			
Virtual storage and document sharing	30			✔			
MS Teams	30			✔			
Basic applications in Office 365 plans	30			✔			
Notes and email communication	30			✔			
Microsoft Office interactive (2019, 2016, 2013, 2010 versions)							
MS Word (Introduction, intermediate, advanced levels)	30			✔			
MS Excel (Introduction, intermediate, advanced, expert)	30			✔			
MS PowerPoint (Introduction, intermediate, advanced levels)	30			✔			
MS Outlook (Introduction, intermediate, advanced levels)	30			✔			
MS Access (Introduction, intermediate, advanced levels)	30			✔			

Visit our website to learn more about our Ready to Go offerings, including a full description for every course listed

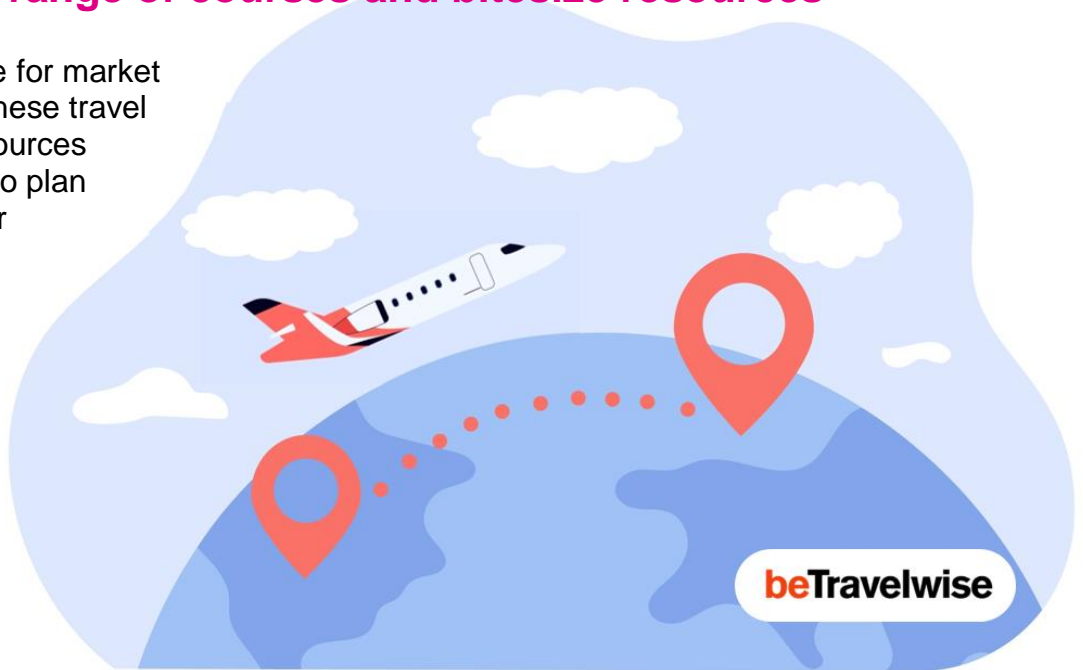| IT skills topics and courses	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Microsoft Office Specialist Core (2019, 2016, 2013 versions)							
MS Word	30			✔			
MS Excel	30			✔			
MS PowerPoint	30			✔			
MS Outlook	30			✔			
MS Access	30			✔			
Microsoft Office transition courses							
MS Office 2019 (Upgrading from Office 2003, 2007, 2010)	30			✔			
MS Office 2016 (Upgrading from Office 2003, 2007, 2010)	30			✔			
MS Office 2013 (Upgrading from Office 2003, 2007, 2010)	30			✔			

Travel safety and security awareness

A contemporary range of courses and bitesize resources

Designed by Walkgrove for market leader, beTravelwise, these travel safety courses and resources equip your employees to plan for trips, stay vigilant for risks and react safely if things go wrong.

Security awareness courses build safety skills for work in a variety of different environments, including fundamental security practices, workplace violence and IT security.

Travel safety and security awareness topics, courses and micro videos	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
E-learning courses covering the core topics							
Health Wise	15			✔			
Incident Wise	15			✔			
My Travel Wise	15			✔			
Road Wise	15			✔			
Travel Wise	20			✔			
Workplace security and life safety	25			✔			
Micro videos – travel essentials							
Why are travellers targeted?	01:15	✔			✔		
Airport arrivals	01:15	✔			✔		
Hotel safety	01:07	✔			✔		
Vehicle/taxi safety	01:08	✔			✔		
Food and hygiene/traveller's diarrhoea	01:31	✔			✔		

Travel safety and security awareness topics, courses and micro videos	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Micro videos – health							
ABCD of malaria	00:28	✔			✔		
Insect bite prevention	00:48	✔			✔		
Hot climates	01:07	✔			✔		
Micro videos – road safety abroad							
Vehicle checks – self driving	00:47	✔			✔		
Urban driving tips	00:39	✔			✔		
Best practice driving tips	00:52	✔			✔		
Micro videos – serious incidents							
Kidnap for ransom	00:53	✔			✔		
Kidnap for ransom – advanced	03:18	✔			✔		
Express kidnapping	00:33	✔			✔		
Shooting incidents (terrorism)	00:44	✔			✔		
Explosions (terrorism)	00:22	✔			✔		
Earthquakes	00:31	✔			✔		
Earthquakes (long)	01:42	✔			✔		
Storms	02:07	✔			✔		
Terrorism, combo incl. vehicles	01:25	✔			✔		
Micro videos – additional risks							
Women travellers	02:32	✔			✔		
LGBT+ travellers	02:15	✔			✔		
Ethnic & religious minorities	02:29	✔			✔		
Travelling with IT	02:25	✔			✔		
Assistance (ISOS)	01:35	✔			✔		
Micro videos – workplace security and life safety							
Workplace violence awareness	02:19	✔			✔		
Active shooter – various scenarios	1 to 2	✔			✔		
General IT security	01:25	✔			✔		
Situational awareness	03:30	✔			✔		
Cooper's colours	01:15	✔			✔		
Fire safety	01:15	✔			✔		
Access control and tailgating	01:30	✔			✔		
Micro videos – topics for bespoke adaptation							
Business continuity (telecoms)	02:00	✔			✔		
Travelling salesforce safety (pharma)	03:00	✔			✔		

Travel safety and security awareness topics, courses and micro videos	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Using the Get There booking tool	01:26	✔			✔		
Pollution, haze and smog advice	03:00	✔			✔		
Driver (lorry) safety	06:00	✔			✔		
Election preparedness	05:30	✔			✔		
Social unrest	06:20	✔			✔		

Mental health awareness

E-learning from the UK's leading mental health charity

One in six British workers are affected by common mental health problems such as stress, depression and anxiety, but most people feel uncomfortable talking to their employer about mental health issues.

Employees who feel healthy and valued can perform better. Designed in partnership with Mind, these e-learning courses encourage mentally healthier workplaces by helping employees to address their own mental wellbeing and offer support to colleagues.

Training offers clear, consistent and positive messages about mental health through enjoyable videos, animations, magazine-style features and hints and tips. All modules can be studied on a computer, tablet or mobile. The courses are easy to launch online from your existing learning management system, or you can access a simple training platform as part of the package.

Mental health awareness topics and courses	Duration	Microlearning	Accredited	Desktop/tablet	Responsive	Gamification	Adaptive
Mental health awareness in the workplace							
Mental health awareness at work	60		✔	✔			
Managing Mental Health Awareness at Work	90		✔	✔			