

## 5. How good is the access we offer to software and services?

- » Learners know what is available for their use and recognise the digital services provided by the organisation, eg subscriptions and databases etc.
- » Learners have access to generic tools eg email, browser, productivity software (eg Microsoft Office etc), presentation software, reference management, online discussion spaces, timetable and calendar, file management.
- » Learners have seamless access to learning content, both internal (course notes, journal subscriptions, ebooks etc) and guided access to external content.
- » Learners are not unreasonably restricted in their use of personal and social digital services, apps, cloud applications and networks.
- » Learners have access to specialist software and systems, licenses and access agreements relevant to their workplace and learning.
- » Learners have access to modern, accessible, reusable digital resources (eg screen casts, virtual labs, animations etutorials etc.).
- » There are up-to-date recommendations to learners on third-party educational software, services and apps to support their learning (especially low-cost/free).
- » Learners are involved in regular reviews of organisational learning systems to ensure they are meeting their needs for ease-of-use, functionality, and interface design.



notes:

benefits:

