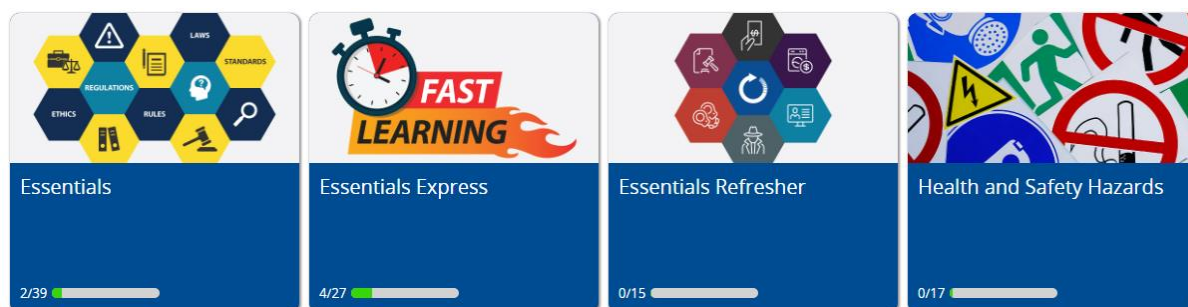


Compliance Essentials

Skillcast Essentials is the UK's best-selling global compliance e-learning library. It contains over 100 essential e-learning and microlearning courses that deliver comprehensive coverage of compliance and conduct issues facing companies in the UK.



From key corporate compliance topics, including Anti-Bribery and Data Protection, to employee conduct and health and safety, all the courses in the Essentials library are ready to roll out 'as-is' or customised to your own business needs.

In addition to the 40+ in-depth courses listed on page two, Essentials includes a dozen shorter refresher modules, around 20 bitesize express modules and access to our extensive Health and Safety microlearning library.

Our courses are continually updated throughout the year to ensure that you get the very latest and most relevant course whenever you are ready to roll out a new training initiative.

Benefits for your business

- ✓ Widest range of off-the-shelf corporate compliance courses in the UK
- ✓ New modules added based on client needs
- ✓ Regular course content and design updates
- ✓ Easy customisation to make the courses even more relevant to your staff
- ✓ Engaging exercises and robust assessments
- ✓ Gamification and other innovative ideas to overcome 'learner fatigue'

To book a demo, contact your Skillcast account manager or visit skillcast.com/essentials



Business Value

How much does the Compliance Essentials Library cost?

- › The Essentials Library is available under an annual subscription with a licence fee based on the number of users. Speak to your Skillcast account manager, or contact us via the weblink below, for the pricing.

Is it possible to purchase a single course from this library?

- › Yes – it is possible to take an annual or perpetual, royalty-free licence to a single course. Contact us for the pricing.

Can you try out full versions of the courses before subscribing?

- › Yes – speak to your Skillcast account manager or contact us via the website link for demos of the full versions of all the courses in the library.

How much does the Compliance Essentials Library cost?

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Is it possible to purchase a single course from this library?

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Can you try out full versions of the courses before subscribing?

- › Yes – speak to your Skillcast account manager or contact us via the website link for demos of the full versions of all the courses in the library.



Content Coverage

Are the courses available in languages other than English?

- › We have released multilingual versions of 16 popular courses that will allow learners to switch between languages on the fly. These include:
 - * Anti-Money Laundering and Counter-Terrorist Financing
 - * Bribery Prevention
 - * Competition Law
 - * Fraud Prevention
 - * Data Protection (GDPR)
 - * Information Security

These courses can be found in the Global Compliance library.

Where can you find more details about the course content?

- › Click the link below or scan the QR code on the back page for more details about the course content. Contact us to get demo access to full versions of the courses.

Can customers suggest topics to add to the Essentials Library?

- › Yes – we are open to suggestions from customers for topics to add to this library.



Implementation

Are the courses ready for use out of the box?

- › Yes – the content is ready to be added to your course. We recommend that you review it and customise it to ensure that it addresses your compliance risks and feels relevant to your staff.

Can the courses be customised?

- › Yes – you can edit the courses to include specific procedures, scenarios and questions to match the nature of your business.

Is there a prescribed order for assigning the courses?

- › All the courses are written to be studied standalone. You can also mix and match them in any learning path or order you wish.

Can the Essentials courses be delivered via a third-party LMS?

- › Yes – these courses are SCORM-compliant. So, they can be delivered via the Skillcast Portal or any other LMS that is SCORM-compliant.

Can the courses be used to deliver training to contractors and other third parties?

- › Yes – you decide to whom you wish to deliver the courses. The pricing is based on the total user numbers.



Category: Data

Topic	Style	Course Title	Duration (mins)	Latest Review
Data Protection	In-depth	Data Protection*	45	Feb 24
Data Protection	In-depth	Electronic Communications	25	Sep 23
Data Protection	In-depth	Responsible Use of Social Media	30	Mar 24
Data Protection	In-depth	Records Management	20	Feb 24
Data Protection	Refresher	Data Protection	15	Jun 23
Data Protection	Express	Legitimate Interest Assessments	10	Nov 23
Data Protection	Express	Privacy and Electronic Communications Regulations	15	Dec 23
Info Security	In-depth	Information Security*	35	Feb 24
Info Security	In-depth	PCI Data Security Standard	60	Oct 23
Info Security	Refresher	Information Security	20	Jun 23
Info Security	Express	Cybersecurity	15	Nov 23
Info Security	Express	Phishing	15	Dec 23

***CPD accredited.**



Category: Fighting Crime

Topic	Style	Course Title	Duration (mins)	Latest Review
AML/CTF	In-depth	Anti-Money Laundering and Counter Terrorist Financing*	30	Nov 23
AML/CTF	In-depth	Financial Crime Prevention	40	Apr 24
AML/CTF	Refresher	Anti-Money Laundering	15	Nov 23
AML/CTF	Express	Counter-Terrorist Financing	15	Nov 23
AML/CTF	Express	Counter-Proliferation Financing	10	Dec 23
AML/CTF	Express	Customer Due Diligence	10	Nov 23
AML/CTF	Express	Money Laundering and Terrorist Financing Risks of Virtual Assets	20	Nov 23
AML/CTF	Express	Suspicious Activity Reporting	60	Dec 23
AML/CTF	Express	Third-Party Due Diligence	10	Nov 23
AML/CTF	Express	Tipping Off	10	Nov 23
Sanctions	In-depth	Embargoes and Sanctions	45	Nov 23
Sanctions	In-depth	Financial Sanctions	45	Nov 23
Sanctions	Refresher	Economic Sanctions*	15	Nov 23

*CPD accredited.



To book a demo, contact your Skillcast account manager or visit skillcast.com/essentials



Category: Governance

Topic	Style	Course Title	Duration (mins)	Latest Review
Bribery	In-depth	Anti-Bribery Training	30	Nov 23
Bribery	In-depth	Bribery Prevention*	30	Nov 23
Bribery	Refresher	Bribery Prevention	15	Nov 23
Bribery	Express	Corrupt Hiring Practices	10	Nov 23
Bribery	Express	Gifts and Hospitality	15	Nov 23
Bribery	Express	To Pay or Not To Pay?	10	Nov 23
Competition	In-depth	Competition Law*	30	Feb 24
Competition	Express	Abuse of Dominant Position	10	Nov 23
Competition	Express	Anti-Competitive Agreements	10	Dec 23
ESG	In-depth	Business Ethics and Integrity	45	Oct 23
ESG	In-depth	Code of Conduct	45	Oct 23
ESG	In-depth	Environmental Awareness	25	Oct 23
ESG	In-depth	Environmental Social and Governance	45	Feb 24
Fraud	In-depth	Financial Integrity	30	Nov 23
Fraud	In-depth	Fraud Prevention*	35	Nov 23
Fraud	In-depth	Fraud Prevention for Managers	35	Nov 23
Fraud	In-depth	Identity Crime	20	Sep 23
Fraud	Refresher	Fraud Prevention	15	Nov 23
Fraud	Express	Abuse of Position	10	Nov 23

*CPD accredited.



To book a demo, contact your Skillcast account manager or visit skillcast.com/essentials



Category: Governance

Topic	Style	Course Title	Duration (mins)	Latest Review
IPR	In-depth	Intellectual Property Rights	45	Sep 23
Market Abuse	In-depth	Market Abuse Regulation*	45	Feb 24
Market Abuse	Refresher	Market Abuse Regulation	25	Jun 23
Market Abuse	Express	PDMR Dealing	10	Dec 23
Modern Slavery	In-depth	Modern Slavery	30	Feb 24
Modern Slavery	Refresher	Modern Slavery	10	Jun 23
Reporting	In-depth	Speak Up	25	Feb 24
Reporting	In-depth	Whistleblowing	20	Feb 24
Reporting	Refresher	Whistleblowing	10	Jun 23
Safeguarding	In-depth	Safeguarding the Vulnerable*	45	Apr 24
Tax	In-depth	EU DAC	35	Jan 24
Tax	In-depth	Mandatory Disclosure Regime (UK MDR)	20	Jan 24
Tax	In-depth	Preventing the Facilitation of Tax Evasion	30	Apr 24
Tax	Refresher	Preventing the Facilitation of Tax Evasion	15	Nov 23
Tax	Express	IR35	15	Nov 23

*CPD accredited.



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Category: Health & Safety

Topic	Style	Course Title	Duration (mins)	Latest Review
Health	In-depth	First Aid Awareness	40	Jan 23
Health	In-depth	Healthy Working	45	Sep 23
Health	In-depth	Mental Health at Work	15	Oct 23
Health	In-depth	Mental Health at Work for Managers	20	Oct 23
Health	Refresher	Healthy Working*	20	Jun 23
Health	Refresher	General Office Hygiene	20	Sep 23
Health	Refresher	Asbestos	25	Sep 23
Health	Refresher	DSE	30	Sep 23
Health	Refresher	Legionella	20	Sep 23
Health	Refresher	Menopause Awareness	20	Sep 23
Health	Refresher	New and Expectant Mothers at Work	15	Sep 23
Health	Refresher	Violence and Aggression	25	Sep 23
Health	Refresher	Work-related Stress	25	Sep 23
Health	Express	DSE	25	Nov 23

***CPD accredited.**



Category: Health & Safety

Topic	Style	Course Title	Duration (mins)	Latest Review
Safety	In-depth	Managing Safely*	55	Sep 23
Safety	In-depth	Working Safely	45	Sep 23
Safety	Refresher	Working Safely	15	Jun 23
Safety	Refresher	Accident Reporting and Investigation	30	Sep 23
Safety	Refresher	COSHH	30	Sep 23
Safety	Refresher	Driving at Work	30	Sep 23
Safety	Refresher	Electricity	30	Sep 23
Safety	Refresher	Fire Safety	30	Sep 23
Safety	Refresher	Fire Warden Training	30	Oct 23
Safety	Refresher	Ladders and Stepladders	30	Sep 23
Safety	Refresher	Lone Working	25	Sep 23
Safety	Refresher	Manual Handling	30	Sep 23
Safety	Refresher	Noise	25	Sep 23
Safety	Refresher	Personal Protective Equipment (PPE)	20	Feb 24
Safety	Refresher	Slips and Trips	20	Sep 23
Safety	Refresher	Work Equipment	25	Sep 23
Safety	Refresher	Working at Height	30	Sep 23

*CPD accredited.



Category: People & Culture

Topic	Style	Course Title	Duration (mins)	Latest Review
Equality	In-depth	Equality and Diversity in the Workplace*	20	Jan 24
Equality	In-depth	Equality and Diversity for Managers	25	Feb 24
Equality	In-depth	Harassment in the Workplace	30	Feb 24
Equality	In-depth	Preventing Sexual Harassment	30	Feb 24
Equality	In-depth	Unconscious Bias	20	Feb 24
Equality	In-depth	Unconscious Bias for Managers	25	Mar 24
Equality	Refresher	Equality and Diversity in the Workplace	15	Jun 23
HR	In-depth	Conflicts of Interest	35	Feb 24
HR	Express	Preventing Radicalisation	15	Dec 23
HR	Express	Hybrid Working	20	Dec 23
HR	Express	Managing Remote Workers	15	Dec 23
HR	Express	Return to Work	15	Dec 23
HR	Express	Right to Work in the UK	20	Dec 23
HR	Express	Working Remotely	15	Dec 23

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