



# Learning and Development Mastery

Learning and Development Mastery -  
E-Learning Package - CPDUK Certified



Corporate  
Member

The CPD Certification Service

**CPD**  
**CERTIFIED**  
The CPD Certification  
Service



## OVERVIEW

Welcome to The Mandatory Training Group's online Learning and Development Mastery training package. All our online training courses, programmes and qualifications are accredited by the CPD Certification Service (CPDUK).

This online Learning and Development Mastery training package covers the essentials of learning to be a more effective teacher. You will acquire skills and knowledge about how adults learn. These short courses will educate, inspire, and stick with you long after hitting the complete button.

### Learning and Development Mastery – E-Learning Course — CPDUK Accredited

- ♦ Study method – Online, self-paced
- ♦ Estimated duration (Indicative CPD hours) – 105 minutes
- ♦ Course format – Online (24/7 access)
- ♦ Entry requirements – No prerequisites required
- ♦ Assessment type – Complete end of course assessment (80% needed to pass and gain CPD certificate)
- ♦ Certification/Qualification – Downloadable CPD certificate
- ♦ Cost(s) of assessment and certification – Assessment and certification costs included in the course price
- ♦ Course accreditation – CPD Certification Service (CPDUK)
- ♦ Course access – Part-time (1-year access)
- ♦ Course delivery – Via desktop PC/MAC, laptops, tablets or smartphones.

### Who is the course for?

This online Learning and Development Mastery training package is suitable for anyone who has been thrust into a learning or training role and needs to gain skills and knowledge about how adults learn quickly.

### Course aims

This Learning and Development Mastery e-learning package aims to help you:

- Understand the psychology of learning and the different types of learning theories
- Appreciate the role of a growth mindset in the development of an effective workplace through learning
- Realise the role and benefits of clear learning objectives.

## Learning objectives

Once you have completed this Learning and Development Mastery eLearning package, the learner will be able to:

- Explain the importance of setting SMART learning objectives
- Justify the utilisation of learning ROI in one's training programmes
- Explain the importance of instilling a learning culture in the workplace
- Outline the different ways of removing the barriers to learning in one's organisation
- State the value of promoting social learning.

## Learning outcomes

The learning outcomes of this online Learning and Development Mastery training package are to:

- Justify the application of theories of learning to in educational programmes
- Outline the pros and cons of using the different learning styles
- Identify the value of microlearning to learning and training
- Set clear and measurable learning objectives
- Identify the value of micro-learning in an organisation
- Calculate the ROI of one's training to verify its financial viability.

## What is covered in this course?

This online Learning and Development Mastery training package includes the following modules:

- **The Psychology of Learning training module**
  - Unit 1: The psychology of learning
  - Unit 2: The different types of behavioural learning
  - Unit 3: How different learning theories can benefit your business
- **Learning Styles training module**
  - Unit 1: What learning styles are
  - Unit 2: How to identify your learning style
  - Unit 3: The benefits and drawbacks of tailoring learning to fit a style
- **The Power of Micro-Learning training module**
  - Unit 1: What 'microlearning' is
  - Unit 2: The convenience of eLearning & technology
  - Unit 3: How to use microlearning to demonstrate that learning can be fun

- **Defining Learning Objectives training module**
  - Unit 1: What learning objectives are
  - Unit 2: The benefits of learning objectives
  - Unit 3: How to write effective learning
- **Learning ROI training module**
  - Unit 1: What learning ROI is, and why it is important
  - Unit 2: How to choose training based on value rather than cost
  - Unit 3: How to calculate learning ROI
- **Learning Culture in the Workplace training module**
  - Unit 1: What is a learning culture in the workplace
  - Unit 2: What are strategies for building a strong culture of learning
  - Unit 3: How to create the right type of learning culture for your team
- **Learning & Employee Engagement training module**
  - Unit 1: What a learning environment is and how to prioritise it
  - Unit 2: How learning and development can be used to increase employee engagement
  - Unit 3: What are some best practices for creating an engaged team
- **Promoting Social Learning training module**
  - Unit 1: What is meant by the term social learning
  - Unit 2: What effects and benefits social learning can have
  - Unit 3: How to implement techniques for promoting social learning in your workplace
- **Growth Mindset training module**
  - Unit 1: What is a growth mindset
  - Unit 2: What benefits a growth mindset can have on an individual's approach to learning
  - Unit 3: How to channel a growth mindset for your whole team
- **Removing the Barriers to Learning training module**
  - Unit 1: What are common types of learning barriers that exist in the workplace
  - Unit 2: How to recognise the tools and approaches needed to overcome barriers to learning
  - Unit 3: How to use methods that provide your teams with a healthy learning environment.

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## Why is this online Learning and Development Mastery training course

Whatever job you do, you will be learning new skills all the time, and you may even need to teach others new skills hence, the need to understand the usefulness of psychology, the different learning styles, the benefits of microlearning and the need for a learning culture in one's organisation.

If you are a manager or a person responsible for training, this course will explain what learning objectives are, discuss their benefits, and show you how to write them. By understanding the top learning barriers modern businesses face and using actionable tips to overcome them, you'll be able to create an environment that brings out the very best in your employees.



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★ ← →  
**Learn. Develop. Comply**

## HOW IT WORKS

### Instant Access

- Gain instant access to your course(s) upon purchasing through our website
- Login credentials are sent immediately to the customer to the email address provided during the checkout process
- We also advise all customers to check their spam and junk mail folders in case your mail server has diverted the email there

### Online Support 24/7

- Customer service teams interact with clients through email and live chat support.

### Refund policy

- To request a refund, you should email our support team with your receipt stating why you would like to be reimbursed.
- You, or your learners, must not complete the training to make a valid refund claim.
- Any courses that have been completed and those with certificates achieved will not be valid for a refund.

### Learn Anytime, Anywhere, On Any Device

- Learn at your own pace, at a time and place convenient to your circumstances
- Individual learners can access their course material(s) 24/7 for 365 days from the date of purchase
- In the case of organisations that order multiple licences for future use, the countdown will start when learners are allocated to the training course(s)

### Assessment and Certification

- Unlimited attempts to complete end of course assessments
- On successful completion, download, print/save quality assured CPD certificate

### 100% Money Back Guarantee

- We want you to be completely satisfied with your training. We offer a 14-day money-back guarantee if you are not 100% satisfied.

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## ACCREDITATION

### End of course assessment

At the end of this course, learners are required to complete an online end of course assessment. On successful completion of the assessment (80% pass mark), learners may download a FREE CPD certificate from their profile page.

### Certification

On successful completion of this e-learning course and end of course assessment, the learner may download, save and/or print a quality assured CPD certificate (recognised internationally). Our CPD certificate can be used to provide evidence for compliance and audit or Continuing Professional Development (CPD).

### Course accreditation

The CPD Certification Service accredits all our online training courses and programmes as conforming to universally accepted Continuing Professional Development (CPD) guidelines.



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Mandatory Training Group

## WHY CHOOSE OUR ACCREDITED E-LEARNING COURSES?

The benefits of using our accredited e-learning courses in the workplace include:

- CPDUK accredited e-learning provider
- Ofqual approved training centre (UK qualifications)
- Internationally recognised CPD and Ofqual approved certificates
- Wide range of courses and qualifications that meet UK legislation and guidelines
- Over 500 online courses and programmes that cover multiple sectors
- Free blended learning environment for individuals and organisations
- Immediate access to online courses and programmes
- Highly interactive e-learning portal
- Substantial cost reductions (no travel fees and other expenses)
- Self-paced online learning
- Low carbon footprint through e-learning
- Repository of online learning materials and assessments
- Fully qualified and experienced trainers, instructors and assessors
- Experienced subject matter experts and content developers
- Conversion of existing classroom courses to e-learning courses
- All training courses meet the latest guidance and best practice recommendations.





### Civility in the Workplace Training Course for Global Executives

*"YPO is the premier global leadership organisation for more than 28,000 chief executives in over 130 countries and the global platform for them to engage, learn and grow. We approached The Mandatory Training Group to develop an online training programme focusing on improving workplace civility. Their team developed excellent learning materials tailored to our organisational needs. With their support, we rolled out the civility in the workplace training programme to over 300 executives around the world."*

Nicolle Billmyre, YPO, Texas, USA



### City and Hackney

Clinical Commissioning Group

### Counter Fraud, Bribery and Corruption Training for NHS Providers

*"NHS City and Hackney Clinical Commissioning Group (CCG) is an NHS organisation led by local GPs. The Mandatory Training Group provided us with tailored courses focussing on tackling fraud, corruption and bribery for all our staff across various sites. The e-learning courses helped us to meet statutory and regulatory requirements".*

Harriet Griffiths, NHS City and Hackney CCG, London, UK



### Accredited Training Courses, Programmes and Regulated Qualifications

*"Reed is the largest platform for jobs, recruitment and courses in the UK. The Mandatory Training Group is one of our most trusted providers of continuing professional development (CPD) programmes and regulated qualifications. They have provided us with a wide range of learning materials ranging from soft skills, personal development, health and safety, among others. These courses help many job seekers to improve their skills and comply with the current UK and European laws".*

Mansh Bhatti, Reed Courses, London, UK

*"When we set up our business, we were looking for a reliable training provider for the healthcare multi-disciplinary team (MDT). We worked with The Mandatory Training Group to establish our training needs for each group of professionals. Their experience was invaluable, helping us to design new courses and assessments to meet the commissioners' and regulatory requirements".*

Anne Joy, OSD Healthcare, Hemel Hempstead, UK



Healthcare choice for **everyone** **Statutory and Mandatory Training for Healthcare Providers**

*"All our senior clinicians were delighted with the delivery of the mandatory training courses. They found the course leaders to be very flexible with allocating more time to certain areas at request. The course contents that LearnPac had designed were tailored to our workforce, which helped them improve their understanding of the subjects. The application of legislative concepts to practice was excellent".*

Sophie Hartley-Jones, OneHealth Group, Sheffield, UK



## Online Training and Development for the Public Sector

*"We work with various public sector organisations. Statutory and mandatory training is essential for all our placements. We used LearnPac for the blended learning environment they provide for our staff. The online statutory and mandatory training courses adequately meet our regulatory requirements. LearnPac's learning management system enabled us to manage our learners and quickly sort out compliance for our workers. The flexibility of pricing and meeting our needs with the mandatory training was beneficial."*

David Sanchez, Eden Brown Synergy, London, UK



## Blended Train the Trainer Courses for Healthcare Providers

*"We were looking to provide resuscitation and first aid training for clinical and non-clinical staff internally. The Mandatory Training Group stood out because they provide comprehensive blended learning solutions. Our internal trainers and facilitators were able to complete the theory training and assessments in advance. The practical sessions were packed with meaningful activities throughout the day. The lead trainers also helped us to complete training needs assessments".*

Kate McLoughlin, Nuffield Health, Bournemouth, UK



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# LEARN. DEVELOP. COMPLY.

The Mandatory Training Group is the leading UK provider of accredited statutory and mandatory training courses for all sectors, including health and social care, education, local government, private and charity sectors.

We have supported over one million learners to reach their potential through e-learning courses and qualifications using our interactive online learning portal.

## ADDRESS

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## WORKING HOURS

Mon - Fri / 9:00AM - 5:00PM

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