

# FREE ON-LINE TRAINING FOR SEGENSWORTH BUSINESSES



Segensworth Business Forum has agreed an arrangement with on-line training provider Microlearn to allow SBF members to use their training packages, **FREE!**

## HOW IT WORKS

### To take advantage of this offer:

Contact Martin O'Rourke:

Phone: 01489 883396

Email: [martin.orourke@sbfl.co.uk](mailto:martin.orourke@sbfl.co.uk)

We will register your details and set you up as a manager. You will then receive an email with your user name and password and this will enable you to set up as many users you want. The guide that shows you how to do this, how to allocate users MicroLearn modules & run reports on their usage can be found by [clicking here](#).

Each time you register a new user they will receive a welcome email which will include their user name and password. The user guide that you need to send them each time you set up a new user can be found [here](#). This guide explains to them how to use the system and navigate around it.

**It's as simple as that – a great opportunity for staff learning, with no catch.**



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