Have you ever needed just-in-time training?

Perhaps you have been given a task, which you haven’t performed in quite a while, and you would like to update your skills before you begin? Maybe you have been asked to conduct a meeting and you need some guidelines. What do you do?

Never fear, all VA employees have training benefits, which allows them to have access to hundreds of on-line courses, books, audio books, job aids, and videos! The VA has procured training licenses with Skillsoft, allowing our employees to use the huge variety of current, up-to-date training resources. Resource topics include project management, leadership, customer service, safety, lean six sigma, MS 365, communications, conflict management, and critical thinking to just name a few.

Due to our employee demand for receiving very specific training quickly, Skillsoft has updated many of their courses, allowing more direct focus on specific competencies. Instead of taking a 2-day course covering numerous competencies, employees can now take a 10-30-minute course or watch a video devoted specifically on the task or competency they need right now for their job.

Why should you use Skillsoft resources?

- Skillsoft resources are available 24 x 7 on-line
- Resources are designed at various proficiency levels
- Useful to address one’s training skill gaps
- Helps improve core skills
Aligned with VA’s mission and strategic objectives
Provides hundreds of books, audio books, courses, and videos
Content is continuously refreshed each month

Beginning in June 2018, VA and Skillsoft will be offering a variety of webinars, designed to assist our employees on how to access and utilize these resources. The webinars include:

- Skillsoft, What’s In It For Me
- Just-In Time Skillsoft Training
- Skillsoft Books and Videos
- Tailoring Skillsoft To Meet Your Training Needs
- Skillsoft Leadership Now and Tomorrow
- Skillsoft’s Networking and Development

Don’t miss out on the opportunity to explore the wealth of information and training available to you!

*To attend, please copy the information below into your calendar and use the blue links for the scheduled webinar time.*

**Skillsoft, What’s In It For Me?**

How can Skillsoft assist you in your personal and professional life? Let us show you the way! This Introductory webinar on Skillsoft resources includes demonstrations on how VA employees can find courses in the TMS, and launch the Skillsoft Books Platform for books and videos. Learn how to find, utilize, and register for Skillsoft courses, books, and videos in the TMS.

**Tuesday, June 19, 2018, 11:00AM-11:45AM EST**

Join online meeting
[https://meet.RTC.VA.GOV/terik.hartz/8JZ36YZB](https://meet.RTC.VA.GOV/terik.hartz/8JZ36YZB)
Join by Phone 844-358-7954, 844-210-0201, 844-894-0415
Find a local number Conference ID: 178690573
Forgot your dial-in PIN? | First online meeting?

**Wednesday, June 27, 2018 3:00PM-3:45PM**

Join online meeting
[https://meet.RTC.VA.GOV/terik.hartz/V8M8NSRV](https://meet.RTC.VA.GOV/terik.hartz/V8M8NSRV)
Join by Phone 844-358-7954, 844-210-0201, 844-894-0415
Find a local number Conference ID: 134112351
Forgot your dial-in PIN? | First online meeting?
Tailoring Skillsoft to Meet Your Training Needs

What if you can’t find the training you or your group needs? This webinar offers ideas to VA employees, training staff, and program leaders on how to tailor current Skillsoft Training to fit their local needs. This webinar introduces the idea of combining Skillsoft courses and books with localized information to create a personalized training plan for you or your organization.

**Thursday, June 21, 2018, 3:00PM-3:45PM EST**

Join online meeting
https://meet.RTC.VA.GOV/terik.hartz/5237H4JZ
Join by Phone 844-358-7954, 844-210-0201, 844-894-0415
Find a local number Conference ID: 647499907
Forgot your dial-in PIN? | First online meeting?

**Thursday, June 28, 2018, 11:00AM-11:45AM EST**

Join online meeting
https://meet.RTC.VA.GOV/terik.hartz/TDMQWQY5
Join by Phone 844-358-7954, 844-210-0201, 844-894-0415
Find a local number Conference ID: 150812795
Forgot your dial-in PIN? | First online meeting?

Skillsoft’s Networking and Development:
The All Employee Competency (AEC) Model

What competencies should all VA employees' possess? How can I determine which courses are available for me to take, in order to increase my proficiency in a particular competency? These and many more questions will be answered in this webinar. Network with other VA employees and develop yourself. Self-Assessments will be made available for you to explore your proficiencies, in the all employee competencies.

**Thursday, June 21, 2018, 11:00AM-11:45AM EST**

Join online meeting
https://meet.RTC.VA.GOV/terik.hartz/SYK8KQCN
Join by Phone 844-358-7954, 844-210-0201, 844-894-0415
Find a local number Conference ID: 132513563
Forgot your dial-in PIN? | First online meeting?

**Tuesday, June 26, 2018 3:00PM-3:45PM EST**

Join online meeting
https://meet.RTC.VA.GOV/terik.hartz/4S1VYCS0
Join by Phone 844-358-7954, 844-210-0201, 844-894-0415
Find a local number Conference ID: 128812573
Forgot your dial-in PIN? | First online meeting?

Need a Skillsoft Webinar for a particular group? Contact terik.hartz@va.gov