



# Training Content

Bring your learning management system to life with training content that engages learners.

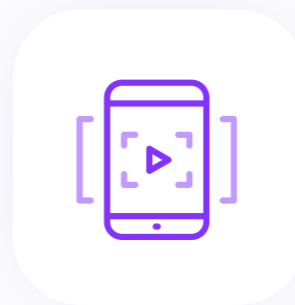




# Award-winning Litmos training content includes thousands of courses professionally created for a more productive workplace.



Fresh, innovative, learner-centric design engages learners and maximizes skills development



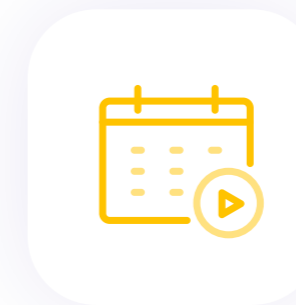
Courses are designed to be responsive across a wide range of devices, providing a consistent learning experience on desktops, tablets, and smartphones



Courses incorporate a variety of modern multimedia types including video, animation, and infographics to enhance learner comprehension and cater for learner preferences



Compliance courses use industry experts to stay ahead of legislation and minimize business risk



Courses are continually refreshed, with additional courses added each month to keep you up to date with changing workplace skill needs



Wide range of topics to keep your organization informed with the most current knowledge

# Ready, set, learn!

Accelerate your learning journey with Litmos training content. Seamlessly access our extensive library of skill-infused, up-to-date, learner-centric courses to jumpstart training and skill development programs. Whether you require regional compliance training, employee upskilling, go-to-market revenue enablement, or industry-specific courses, Litmos offers content directly through the Litmos learning platform. Our courses are also available stand-alone.



## Litmos Training Content Platinum

A comprehensive collection of over 2000 skills-based and compliance courses designed to meet the needs of the modern organization.

## Litmos Training Content Foundation

A collection of 140 courses, and growing, covering a range of skills, designed to kick start the learning journey.

## Litmos Training Content U.S. Healthcare

A collection of healthcare compliance and revenue cycle courses covering Centers for Medicare & Medicaid Services (CMS) and Joint Commission standards.

## Litmos Training Content U.S. & Canada Compliance

A compliance training collection covering compliance courses for US and Canada.

## Litmos Training Content U.K. Compliance

A compliance training collection covering compliance courses for the United Kingdom.

## Litmos Training Content ANZ Compliance

A compliance training collection covering compliance courses for Australia and New Zealand.

## Litmos Training Content Business Productivity

A comprehensive collection of over 175+ courses, developed in collaboration with our partner, Bigger Brains, offering 350 hours of training on common Microsoft business applications and other popular desktop software.

## Litmos Training Content Revenue Enablement

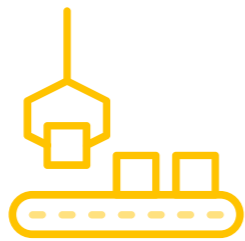
A collection covering the go-to-market process, and how each team works collaboratively to contribute to revenue growth and deliver exceptional customer experiences.



# Topics



Business Ethics



Business Operations



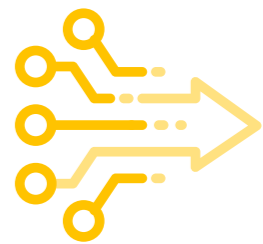
Communication



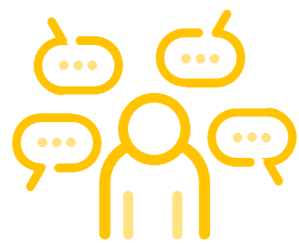
Compliance



Customer Experience



Digital Transformation



Discrimination & Harassment



Diversity & Inclusion



Finance



Health & Safety



Healthcare Compliance



Healthcare Revenue Cycle



IT Skills



Leadership



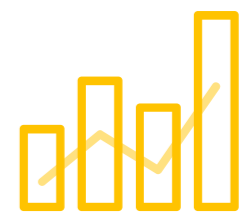
Marketing



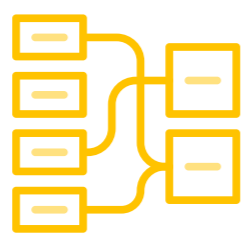
People Management



Personal Development



Productivity



Project Management



Sales

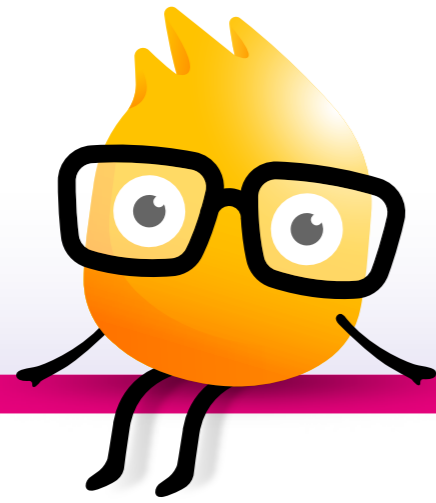


Sustainability



Wellbeing





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A comprehensive library of over 2000 skills-based and compliance courses designed to meet the needs of the modern organization.

[View course catalog](#)

### SAMPLE COURSES



#### **Artificial Intelligence (AI) – Natural Language Processing**

Ever used spell check or a company's chatbot? This is a form of Natural Language Processing (NLP) and it's used more than you think. In this course, you'll learn more about NLP, its components, and why NLP is so beneficial.



#### **Critical Thinking - Critical Thinking in the Digital Age**

With the right strategies and resources, learn how to successfully incorporate critical thinking into your digital learning experience, helping you navigate the complex world of information.



#### **Inclusive Behavior Micro-Series**

Learn about eight different inclusive behaviors in this Micro-Series, and how you can respond to certain situations, reflect on your own behavior, and actively and inclusively engage with others around you. Learners can navigate through as many of the 8 topics as they like, at their own pace, and in any order.



#### **Green Finance**

Green finance is about prioritizing green investments, supporting sustainable business development, and incentivizing people to be more environmentally responsible. It covers a range of actions, products and services used by both individuals and organizations to achieve green objectives. In this course we explain how green finance is bankrolling the sustainable revolution.





## Litmos Training Content Foundation

A collection of 140 courses, and growing, covering a range of skills, designed to kick start the learning journey.

[View course catalog](#)

### SAMPLE COURSES



#### **Leading Learning - Understanding Diversity and Inclusion**

Workplace diversity, in its broadest sense, refers to all the differences and experiences employees bring to work. Learn about these benefits of a DE&I approach and how you and your organization can create a more diverse and inclusive workplace.



#### **Leading Learning - Giving Feedback**

Did you know that 75% of employees believe feedback is important, and 65% of employees want more feedback than they're getting? This course will help you learn the skills you need to give feedback to help build connections, strengthen relationships, and create a trusting work environment.



#### **Leading Learning - Tackling Unconscious Bias**

Everyone has some unconscious biases, but how do we recognize them and prevent them from unfairly influencing our decisions? In this course, your employees will dive into ways they can overcome their own unconscious bias. This is an important step to creating a fairer workplace.





## Litmos Training Content **U.S. Healthcare**

A collection of healthcare compliance and revenue cycle courses covering Centers for Medicare & Medicaid Services (CMS) and Joint Commission standards.

[View course catalog](#)

### SAMPLE COURSES



#### **Overview of HIPAA Standards**

HIPAA's primary goals are to simplify insurance administration and to protect the personal health information (PHI) of individuals. This course provides an overview of HIPAA standards including privacy standards, security standards.



#### **HIPAA and Business Associates**

This course defines what is a Business Associate and what a Business Associate Agreement is. It also helps to understand HIPAA requirements of business associates.



#### **Recognizing Abuse and Violence**

With any form of abuse or neglect, a healthcare worker's observations and sharing their concerns may make a critical difference in someone's life. This course covers types and signs of abuse, as well as how to respond to concerns.



#### **CMS Fraud, Waste and Abuse Training**

This training assists Medicare Parts C and D plan Sponsor's employee, governing body members, and their first-tier, downstream, and related entities (FDRs) to satisfy their annual FWA training requirements. It assists in recognizing fraud, waste, and abuse in Medicare along with identifying major laws and regulations pertaining to FWA.





## Litmos Training Content U.S. & Canada Compliance

A compliance training collection covering compliance courses for US and Canada.

[View course catalog](#)

### SAMPLE COURSES



#### **Preventing Workplace Discrimination and Harassment**

Everybody deserves to be treated fairly at work. This course covers the laws that protect people from discrimination, harassment, and retaliation. Learn ways to prevent this conduct, and how to respond if it occurs.



#### **Sexual Harassment Prevention**

Sexual harassment has received a lot of media attention in recent years. Get the latest legal and practical advice on how to prevent and respond to sexual harassment in your workplace.



#### **Fire Safety and Prevention**

Learn about how fire starts, and how to prevent and respond to a fire emergency, including the use fire extinguishers. This course also covers employers' legal requirements for fire safety and prevention.





## Litmos Training Content **U.K. Compliance**

A compliance training collection covering compliance courses for the United Kingdom.

[View course catalog](#)

### SAMPLE COURSES



#### **Equality, Diversity and Inclusion in the Workplace**

This course provides an introduction to equality, diversity, and inclusion in the workplace, and why these things are so important. It covers the different types of discrimination and protected characteristics under the Equality Act, and how to play a part in promoting positive behaviours in your workplace.



#### **Compliance Essentials - UK General Data Protection Regulation**

The UK GDPR is a set of regulations governing data protection in the UK. It governs UK citizens' and residents' privacy rights but applies to organisations across the globe. This course covers key requirements for organisations and provides information on staying compliant.



#### **Hazard Identification and Risk Control**

When you work in the same environment every day, it's easy to overlook and not even recognise some of the hazards you face but the risks are still present. This course will help you identify hazards and minimise the risks at work.





## Litmos Training Content **ANZ Compliance**

A compliance training collection covering compliance courses for Australia and New Zealand.

[View course catalog](#)

### SAMPLE COURSES



#### **Manual Handling**

This course aims to raise awareness about safe manual handling by covering the risks associated with lifting and other common work-related tasks.



#### **Compliance Essentials Australia - Anti-discrimination and Equal Opportunity**

Each year the Australian Human Rights Commission receives many enquiries about discrimination. This course will help identify workplace discrimination and harassment and the laws that prohibit it.



#### **Aboriginal and Torres Strait Islander Inclusion and Cultural Safety**

Discrimination and exclusion have created a gap in the standard of living between Indigenous and non-Indigenous Australians. This course is about ensuring Indigenous inclusion in the workplace.





## Litmos Training Content

# Revenue Enablement

A collection covering the go-to-market process, and how each team works collaboratively to contribute to revenue growth and deliver exceptional customer experiences.

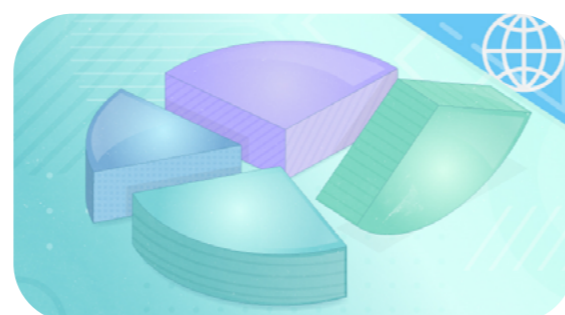
[View course catalog](#)

## SAMPLE COURSES



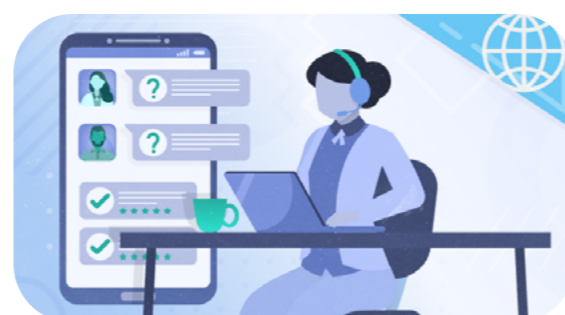
### **Product: Identifying the Problem**

Your product ideas should solve customer problems, but customers won't always be willing to pay for that problem-solving product or service. This course will explain the factors around which ideas are worth developing.



### **Marketing: Segmentation**

This course will look at exactly what market segmentation is, why it's important, some ways to segment, and some of the key considerations when it comes to segmenting.



### **Sales: Discovery**

In this course, we are going to explore the process of discovery and how this stage of the sales cycle lays the foundations for a series of productive, meaningful interactions that will impact revenue enablement.



### **Customer Experience (CX): Feedback and Analysis**

This course will look at what feedback and analysis are in a CX context, why they're important, the ways of gathering and measuring feedback, and what to do with the data.





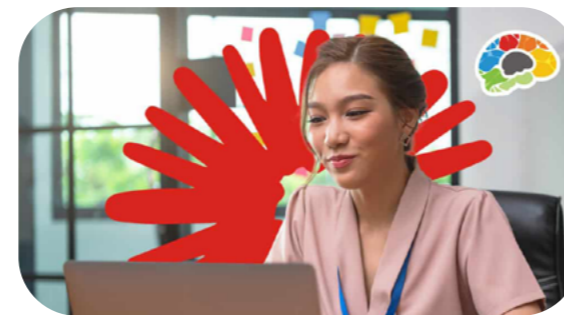
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# Business Productivity

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## SAMPLE COURSES



### Email Management

More than ever before people rely on email in the workplace – but we dread the amount of time it takes to read through and respond to all our messages. This course will give you the skills you need to tame your email mountain and use it as the effective tool it is meant to be.



### Mastering Excel 365 - Beginner (2024)

When you master Excel, you have one of the most practical and valuable skill sets in modern business. You will learn to work wonders with your data—from organizing lists to creating charts and interactive reports. Excel will help you answer critical business questions like ROI, budget allocations, expense tracking, and more. This course is your first step towards becoming an expert at using Excel.



### Microsoft Teams Meetings (2023)

Thanks to its features and ease of use, Microsoft Teams is quickly becoming the dominant meeting platform for businesses of all sizes. Don't be left behind! We'll take a look at the major features of Teams meetings, including its deep integration with Microsoft Outlook and collaboration tools like Microsoft Whiteboard and PowerPoint.



Want to take a closer look at  
Litmos Training Content options?  
Contact your Litmos Learning Specialist today.

Contact us

[www.litmos.com](http://www.litmos.com)

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