



Learning Compliance Suite (LCS)

Compliance Training Management System

Automated compliance training for improved efficiency, performance and quality

Cobent Learning Compliance Suite (LCS) is a web-based, Part 11 compliant application that provides regulated organisations with the tools to effectively manage training and competency, all to strict regulatory guidelines on record-keeping, security, validation and auditability. LCS provides the granular level of management and reporting required for compliance and quality. Use LCS to track, manage and report on online, classroom, SOP, and On-the-Job training, for a complete training record.



User & Administrator Interface

LCS can be accessed via the web or intranet, through any browser by both end users and administrators, with no plug-ins or downloads required. Fully personalised access is controlled securely through configurable permission settings, roles and business functions.

User/Group Management

User groups can be configured to meet your business structure, making it easy to assign, track, manage and report on training based on your current organisational hierarchy.

Compliance Focused

LCS has been built from the ground up for regulated industries and meets strict compliance guidelines on record-keeping, archiving, security, e-signatures and auditability.

Workflows & Notifications

Configurable workflows provide organisations with the ability to ensure that prerequisite steps are taken before an individual can



continue to the next stage. Rules can be further enforced with e-signatures for validation and accountability. Automatic alerts can be set up to notify users of training requirements.

Student Communications

The noticeboards and news features provide a powerful, easy-to-use, portal to update your employees with relevant, personalised news and information, with full content management functionality.

On-the-Job/Activity-based Training Management

For organisations who conduct practical or face-to-face training sessions, LCS's OJT feature is perfect for managing and recording the process. Completion of training is recorded in the system, and further evidence and validation can be added in the form of an e-signature or document upload.

Classroom Management

LCS delivers the functionality to manage all aspects of classroom-based training effectively, including the enrolment of students, attendance information, pass/fail reports resource assignment and management of all key resources such as trainers, venues and teaching equipment.

Content Management

LCS comes with a built-in e-learning development tool, ideal for creating straightforward e-learning such as policy and procedural training. The system also comes complete with a sophisticated asset management toolset to manage documents, images, and multimedia files.

Benefits Highlighted:

- Manage training and competency to industry standards
- Automate and streamline SOP and OJT Training
- Centralised record-keeping and management of training programmes
- Full audit trail and e-signature validation
- Improve training compliance
- Provide learning flexibility to your staff, encourage adoption & understanding
- Reduce costs of training associated with travel and administration
- Easy-to-use and intuitive Collaborative content authoring environment for streamlined development
- Increase performance with competent and confident staff
- Powerful reports and dashboards



Assessments

LCS provides the features to develop and manage online assessments, reinforcing your message and allowing you to measure the success of your training.. Administrators can create a database of reusable questions and assessments, combining a number of activities such as multiple-choice questionnaires, drag-and-drop questions and fill-in-the-blanks tasks, with a full reporting toolset.

Reports & Dashboards

LCS provides powerful reporting functionality, allowing administrators or managers to access accurate and complete training reports, in real-time. Reports are pre-configured for easy and instant access and dashboards provide a graphical representation of key management information. Access to reports and dashboards is based on your own configurable permission settings.

Custom Forms

Create and report on web-based forms that can be used to give or receive information; example forms include: pre-course questionnaires, coach or user feedback forms, and surveys.



Configurable Interface

If required, organisations can customise LCS's user interface for individual user groups; this additional module is perfect for organisations looking to train, or sell training, to groups outside of their organisation, or for using LCS for discrete internal programmes.

E-Commerce

For organisations looking to extend their training services online; the additional e-commerce module will allow your clients to purchase training courses that are managed through LCS. Fully configurable, the e-commerce module provides an online store, full integration to leading payment processing systems, voucher and discount management and full sales reporting.

Learning Compliance Suite (LCS) feature Summary

System features	Technical features
Secure user login	Web-based/Browser based access
Advanced user/ group management & permission settings	21 CFR Part 11 compliance
Noticeboards, news & discussion Forums	Full SCORM 1.2/2004 compliance
Student mailboxes	Electronic signature compliance
Compliance management	Streamling video/audio playback support
Workflows & notifications	Full integraion to legacy systems
On-the-job (OJT)/ Activity-based training management	Microsoft .NET Technology
Document management	Microsoft SQL Server
Classroom management	Hosted & deployed models available
Content authoring features & content management	
Assessment creation & management	
Auto certificate generation	
Reports & management dashboards	
Audit Trails	
Custom forms	
Custom user inteface	
Full e-commerce features	
System configuration module	

...contact us for an online demonstration or more information



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Cobent Services:

- Supply and implementation of fully compliant learning management tools.
- Supply and implementation of collaborative authoring tools.
- Consultancy and advice based on 'best-practice' knowledge and industry experience
- Development of bespoke content based on specific learning and business requirements
- Supply of off-the-shelf content for rapid deployment

Selected Clients:



"...Centric has been able to realise the improvements we sought when implementing the Cobent LCS.

...[we have used LCS's] capabilities to improve the efficiency of our measurement and analysis activities"

Doug Carlson

Director, Quality Assurance
Centric Health Resources