

## NEED HELP WITH ONLINE LEARNING? ABS can take care of all your online learning administrative needs!

Faced with a lockdown in March 2020, ABS immediately began work to restructure its face-to-face training programmes to be fit for virtual learning. In less than three months, we had developed a full suite of online learning offerings for the industry but we also knew that we could not just stop there. Assistance would also need to be provided in effectively administrating and coordinating the online training sessions - a full time and all day task that could be overwhelming for our clients to host on their own, many of which were working from home.

The ABS Online Learning Administrative Services was introduced to meet these needs. Out of the 325 online programmes that we delivered last year starting in July, almost 70% of that was hosted by us through the services package. We have not taken this responsibility lightly and with the wealth of experience that we have gained, our clients can be assured of the highest level of service when they sign up for our Online Learning Administrative Services Package. Contact us today to find out more on how we can help you!

## ONLINE LEARNING ADMINISTRATIVE Services Package\*

## **FEATURES**

- One online platform per training programme
  - Zoom
  - Microsoft Teams
  - Other platforms are available upon request but may incur additional charges
- One training programme per package
- Host up to 30 participants at a time (more numbers can be accommodated but may incur additional charges)
- Training duration up to 8 hours per day (inclusive of breaks for participants)

## **SUPPORT SERVICES**

- Host training sessions
- Send calendar invites and reminders to participants prior to the training date(s)
- Register participants and take attendance
- Coordination with programme trainer
- Administer training from start to finish
- Upload e-learning materials
- Allocate breakout sessions for case studies
- Administer post test and evaluation forms
- Provide training reports
- Share co-host access with the L&D representative of the organisation
- Provide IT technical support and troubleshooting

\* Terms and conditions apply

To book a package, customise the services, get a quotation for bulk package purchases or have any other enquiries: Email : training@asianbankingschool.com Package price from RM2,000 per programme The ABS team hosts several online training sessions at one time in a day. Let us host one of yours today!



