Quick Start Guide to e-Learning

Statutory & Mandatory E-learning

If you pass your e-learning there is no need to attend a classroom session or complete an e-assessment.

- 000 Blood Transfusion 01: Safe Transfusion Practice
- 000 Blood Transfusion 04: Safe Transfusion Practice (Paediatrics)
- 000 Blood Transfusion 02: Blood Components and Indications for Use
- 000 Introduction to Information Governance
- 000 Venous Thromboembolism
- 000 Safeguarding Children Level 1
- 000 Safeguarding Children Level 2

E-learning Getting Started

You will be unable to access the e-learning unless you are using a trust computer.
Remote access can be set up at a later stage

For your Username and Password Contact Adam Payne
E-learning.Support@ouh.nhs.uk

PC Checker
Check your PC is compatible by using the link below
www.esrsupport.co.uk/nlms/index.html
(not necessary in learning clubs or libraries)

Access e-learning via the OUH Intranet home page or click the link below e-learning log in

Start your e-learning by following the Quick Start Guide to e-learning overleaf
Quick Start Guide to e-Learning

Log on

In order to logon to e-Learning in OLM, you need a username and password. If you don’t already have one, you may need to contact your local system administrator. E-learning.Support@ouh.nhs.uk

Once you have login details, follow these steps:

1) Open the system go to the OUH Intranet home page or click the link OLM E-learning log in
2) Enter your login details & click login.

You will be required to change your password when you first access the system

3) Click e-Learning User

4) Click e-Learning

Once you have clicked on e-learning you can check your Learning History, Click on the Learning History Tab on the left hand side of the screen any training that you have completed will be listed here.

Note on Remote Internet Access:
If you wish to access e-learning remotely (i.e. at home as well as your place of work) you will need to access the system using your trust login and then click on Request Internet Access.
Here you will create a new user name but you can use the same password as your trust one.
This request will automatically be approved

Once this has been verified you will be able to access the system remotely by visiting www.esrsupport.co.uk/nlms/index.html using your (home) Internet Access Username and Password.

Enrol

To search for a course, you can use the ‘Search’ field at the top or browse by using the catalogue on the right.

Searching:
1) Type in a word or short phrase e.g. 000 Health and then click on the ‘Go’ button.

2) Click the Choose or Enrol icon

3) Confirm the enrolment by clicking Apply

When browsing the catalogue, the process is the same except all courses available to you are listed under each category/ sub category.

Please ensure that you carry out the PC Checker using the link below before you attempt any e-learning
http://www.esrsupport.co.uk/nlms/index.html

Play

1) Click the ‘Play’ button on the course you wish to play

2) Complete the course (ensure you play all slides)

3) Some courses have multiple modules. Click the ‘+’ icon on the outline panel to open the current module and to expand the list – ensure you complete all modules.

4) Click the ‘Home’ icon at the top right hand side of the screen to save work at the end of a session or on completion of the course.

For further support contact E-learning.Support@ouh.nhs.uk