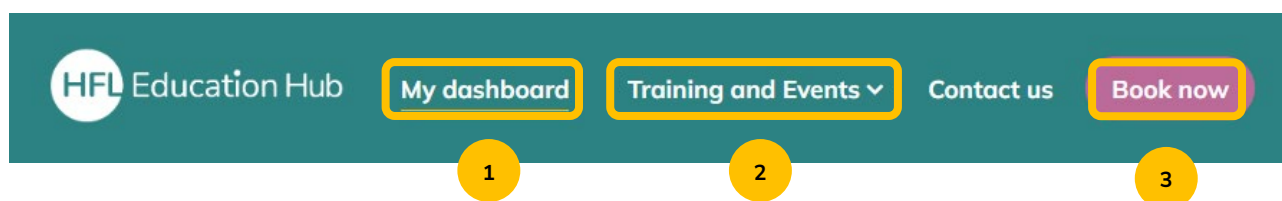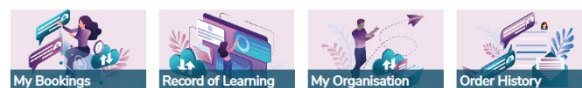The menu bar will help you to navigate our site. It sits at the top of each page for easy access.
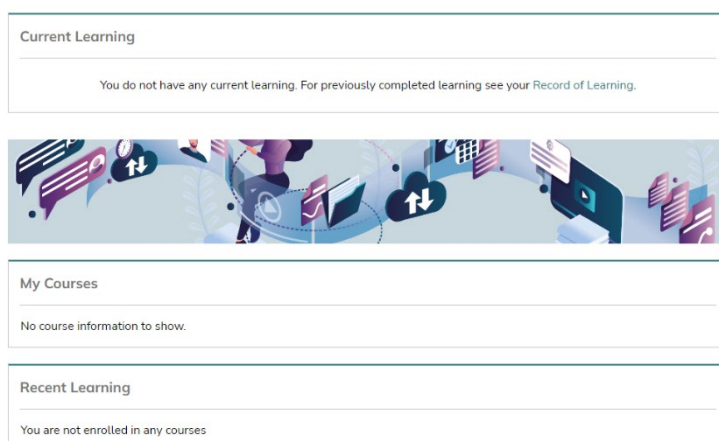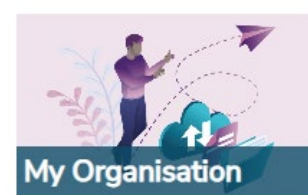

1 The Dashboard

Your dashboard gives you access to your courses, events, and resources. Browse the 'My Bookings', 'Record of Learning', and 'Order History' buttons to access the relevant pages.

If you are a school admin, you will also have access to the 'My Organisation' button, which is your portal to manage your school colleagues. Here, you can allocate purchased tickets, modify colleague details, resend password information, and much more! **See the admin training guides for further information.**

If you have bought or been enrolled on any of our products – be it a face-to-face event, an online webinar, a piece of eLearning, or a national conference – you will find it here on your dashboard.

'Current Learning' shows events that are in progress, while 'My Courses' and 'Recent Learning' will update as you access resources and complete learning.

You can also access and update your personal profile from the dashboard – click on the avatar, upload a profile photograph, and let us know a little about yourself!

2 Training and Events

Click here to browse our events and training. These are categorised according to Education Services, Phase/Type, Business Services, and Event Type.

3 Book now

This button will take you straight to our shop, where you can browse, filter, and search our training and events. You'll be able to add online, face-to-face, or eLearning products to your cart – if you're a school admin, you can do this on behalf of your colleagues.