




VinciWorks Learning Management System

The VinciWorks Learning Management System is a one-stop system for managing online courses, classroom training and policies at your firm and across multiple jurisdictions.

Built in collaboration with learning experts, the VinciWorks LMS is used daily by 60 of the top 100 firms. It enables organisations to easily administer, manage and automate the full learning cycle.

- ✓ Multi-jurisdictional CLE/CPD tracking
- ✓ LTC4 compliant
- ✓ Outlook calendar integration
- ✓ Upload and track SCORM, videos, assessments, PowerPoints and documents
- ✓ Learning plans
- ✓ Deep links
- ✓ Invitations, booking, attendance and exit surveys
- ✓ Nagware to chase non-compliant staff
- ✓ Smart groups to automatically enrol people in appropriate courses
- ✓ Customizable emails and certificates

Office 2016 Rollout		Productivity > Microsoft Office
LEARNING PLAN	 DATE ENROLLED 01/25/2017  DAYS LAST COMPLETED 14	PROGRESS 
ENROLLED	Online materials to help you be productive with Windows 10 and Office 2016 and make the most of all their features.	

Activity cards provide learners will all the information they need at a glance

Used by leading firms



MAYER • BROWN



Gibson
Dunn &
Crutcher, LLP

The dashboard features a dark blue sidebar with the VinciWorks logo and navigation options: ADMIN, LEARNER, MY ACTIVITIES, LOG COMPLETED ACTIVITY, MY ACCREDITATIONS, and HELP. The main content area is titled 'My Activities' and includes filters for DISPLAY (UPCOMING) and SORT (A-Z). It shows three upcoming activities:

- LTC4 Skills - Managing Documents and E-mails** (Document Management > FileSite): A learning plan with a date enrolled of 01/25/2017, 14 days left to complete, and 18% progress (10/57).
- Cyber Security: Practical Applications** (Compliance): An online course with a due date of 09/16/2017, data last completed on 06/01/2017, a 30-minute duration, and a 'NOT STARTED' status.
- Introduction to IT Services at the Firm** (Onboarding > Classes): An offline activity with a next date of 01/16/2017, next time of 01/01/2017, and a 30-minute duration, currently 'IN PROGRESS'.

On the right, there is a calendar for August 2017 and accreditation tracking for NY CLE (24 credits required, 6 completed, 25%) and Ethics and Professionalism (4 credits required, 2 completed, 50%).

Streamlined dashboard with upcoming learning, activities calendar and multi-jurisdictional CLE tracking

This view shows two learning plans for 'LTC4 Skills - Managing Documents and E-mails' (2 Plans | 50% Completed):

- DMS Concepts (FileSite)**: 100% completed (10/57). Description: 'To use the Document Management System (DMS) as effectively as possible, you want to understand how the Firm has structured the DMS.'
- Saving Documents (FileSite)**: 0% completed (0/57). Description: 'The Firm policy is to save every client-related document in the matter's DMS workspace. You've just created a brand new document in Word that you need to save in the client's matter workspace. You'd also like to know how to save the document copy as a new document or as a new version of the original document.'

Learning plans organize activities into clear goal-oriented programs that can include deadlines and prerequisites

This view shows accreditation tracking for three activities:

- LTC4 Skills - Managing Documents and E-mails** (Document Management > FileSite): 18% progress (10/57).
- Cyber Security: Practical Applications** (Compliance): 'NOT STARTED' status.
- Introduction to IT Services at the Firm** (Onboarding > Classes): 'IN PROGRESS' status with next date of 01/16/2017.

The system supports online and classroom training as well as policy tracking

About VinciWorks

Founded in 2004, VinciWorks is a leading provider of online training and learning management software. With over 80,000 users across 70 countries, VinciWorks has established itself as the definitive authority in online compliance training.

To learn more visit www.vinciworks.com/LMS