

User Guide for the Sector Awareness and Provider Preparedness Programme's Digital Learning Platform

The Digital Learning Platform is where you can register for both our in-person and virtual events, training, and access eLearning courses.

Step 1: Create your account or sign in

Visit <https://learning.ncb.org.uk/AccountLogin.aspx> and either sign in if you already have an account, or register for an account if you are a new user.



[Home](#) > [Account Login](#)

Sign in or Register

Existing Users

Email

Password

Login

[Forgot Your Password?](#)

New Users


Create an account in order to register for events and opportunities

[Register for an Account](#)

If you are a new user, you will be asked to fill out the below form:

[Home](#) > [User Profile](#)

User Profile

User Information	
First Name*	<input type="text"/>
Last Name*	<input type="text"/>
Email Address*	<input type="text"/>
Organisation*	<input type="text"/>
Job Title*	<input type="text"/>
Which region do you work in?*	<input type="text" value="-select one-"/>
Please let us know about any access requirements	<input type="text"/>
Password must be 8 characters or longer and contain an upper and lowercase character, a number, and a special character.	
Password*	<input type="text"/>
Confirm Password*	<input type="text"/>
Confirm the text shown below*	<input type="text"/>
	

Submit

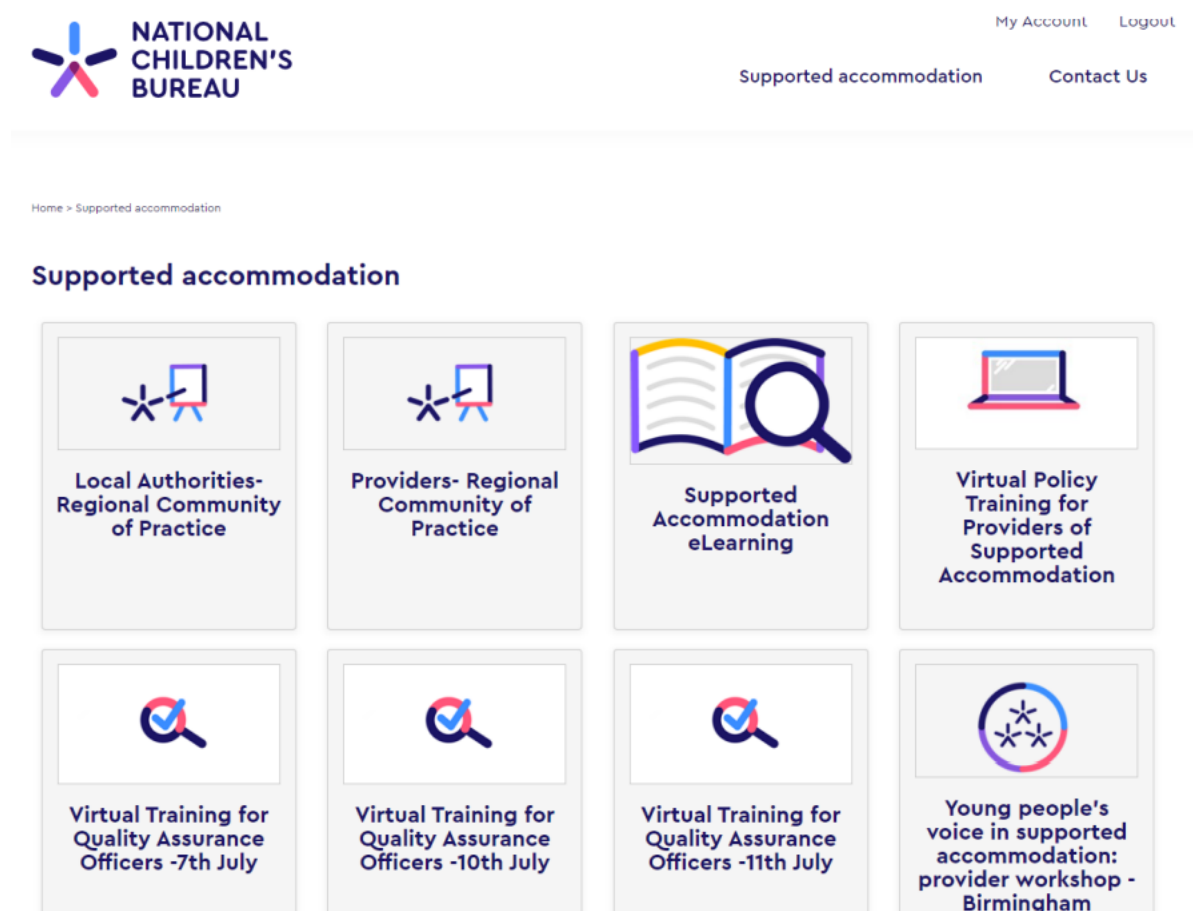
Step 2: Search for events, training and opportunities

Once you have created your account you will be able to sign-up to any of activities on this platform.

If you have been provided with the direct link to an event, you will now be able to access it.

Or, you can view all our activities at the link below and select what you would like to sign-up to. Below is an example of some of the activities we have had on offer previously.

<https://learning.ncb.org.uk/productssubcats.aspx?subcatid=33>



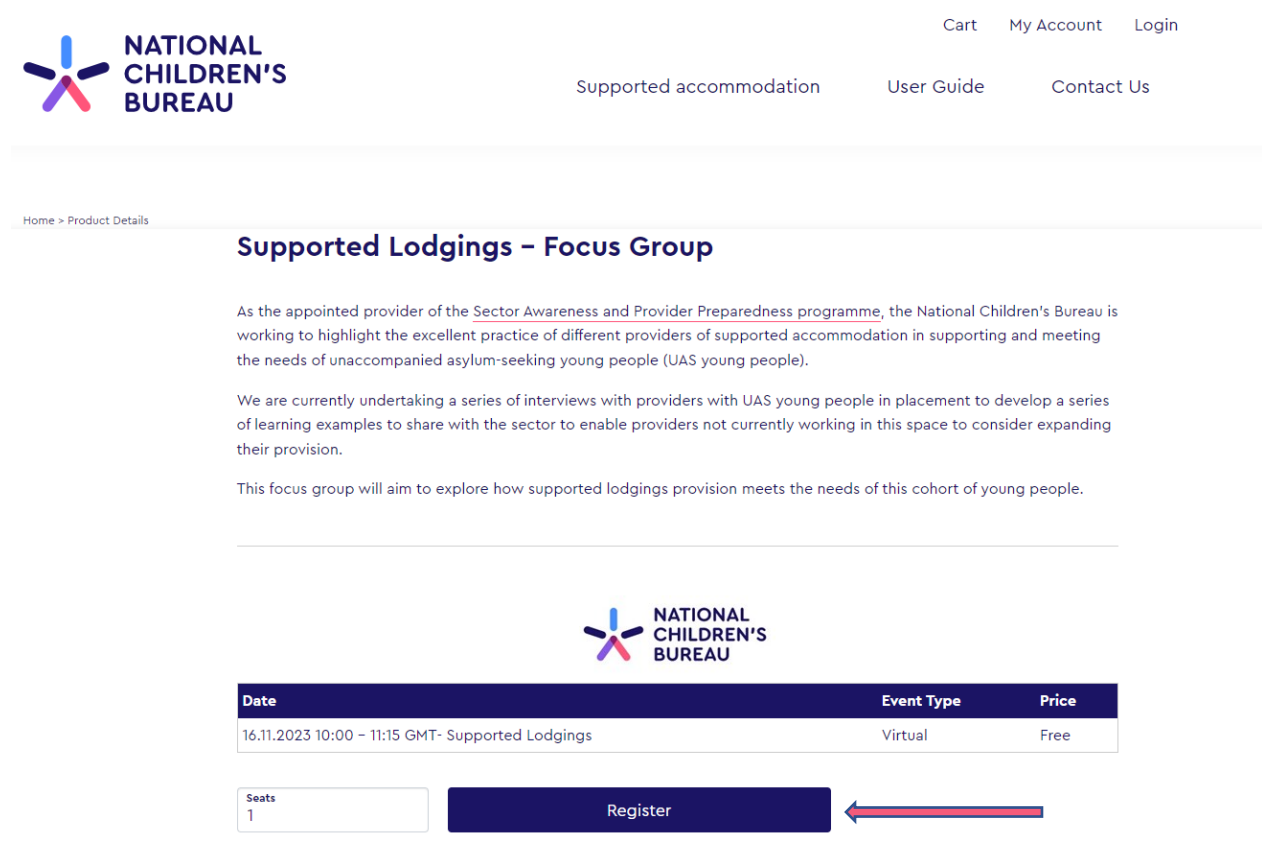
The screenshot shows the National Children's Bureau website interface. At the top left is the logo. At the top right are links for 'My Account' and 'Logout'. Below these are 'Supported accommodation' and 'Contact Us' links. A breadcrumb trail reads 'Home > Supported accommodation'. The main heading is 'Supported accommodation'. Below this is a grid of eight activity cards:

- Local Authorities-Regional Community of Practice**: Icon of two stylized figures.
- Providers- Regional Community of Practice**: Icon of two stylized figures.
- Supported Accommodation eLearning**: Icon of an open book and a magnifying glass.
- Virtual Policy Training for Providers of Supported Accommodation**: Icon of a laptop.
- Virtual Training for Quality Assurance Officers -7th July**: Icon of a magnifying glass over a checkmark.
- Virtual Training for Quality Assurance Officers -10th July**: Icon of a magnifying glass over a checkmark.
- Virtual Training for Quality Assurance Officers -11th July**: Icon of a magnifying glass over a checkmark.
- Young people's voice in supported accommodation: provider workshop - Birmingham**: Icon of a circle with three stars.

Step 3: Complete your booking registration

After clicking on the activity of your choice, you will then see the details (we have provided an example event below) and at the bottom of the page you will have the option to 'register'.

We kindly request one ticket per person and if multiple colleagues would like to sign up, please share the link with them so that we can accurately monitor attendance.



The screenshot shows the National Children's Bureau website interface. At the top right, there are links for 'Cart', 'My Account', and 'Login'. Below these are 'Supported accommodation', 'User Guide', and 'Contact Us'. The breadcrumb trail reads 'Home > Product Details'. The main heading is 'Supported Lodgings - Focus Group'. The text describes the program's goal to highlight excellent practice in supporting unaccompanied asylum-seeking young people (UAS) through supported accommodation. It mentions a series of interviews with providers to develop learning examples. The focus group aims to explore how supported lodgings provision meets the needs of this cohort. Below the text is a table with the following data:

Date	Event Type	Price
16.11.2023 10:00 - 11:15 GMT- Supported Lodgings	Virtual	Free

Below the table, there is a 'Seats' input field with the value '1' and a 'Register' button. A red arrow points to the 'Register' button.

Step 3: view the event details

The following page will then appear, allowing you to access event details such as the date and time and any related materials. **When it's time to join the meeting, simply click on "Launch."**

Home > My Home Page > My Materials > Supported Lodgings - Focus Group

Supported Lodgings - Focus Group

You have successfully registered!

Please return here at the time of the event and click 'launch' to join the meeting

Date	Item	Status	
Time	Microsoft Teams Joining Link 16.11.2023 10:00 - 11:15 GMT (Virtual) Please click 'launch' to join the meeting.	Not attended/Incomplete	Launch
	Agenda	Completed	Launch File
	Meeting slides	Completed	Launch File

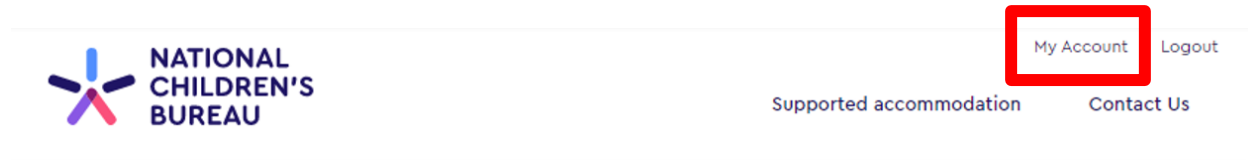
i You have not yet attended/passed this course.

Click here to join the meeting.

Click on 'Launch File' to view the documents.

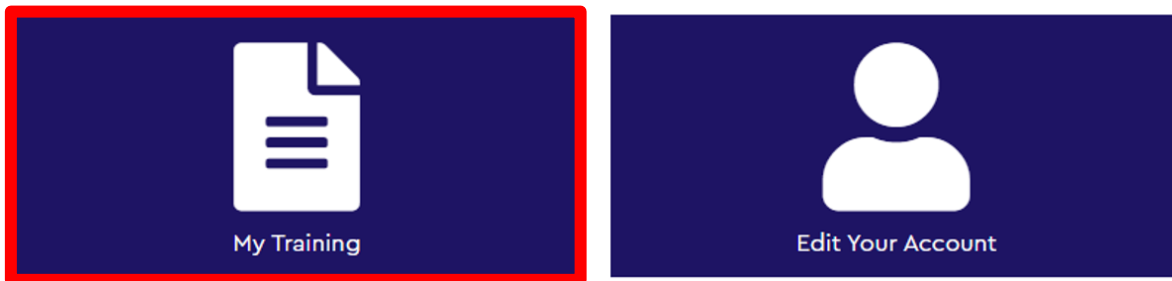
Step 4: View your account

You can view your account details and profile at any time by [logging in](#) and clicking on 'My Account'.

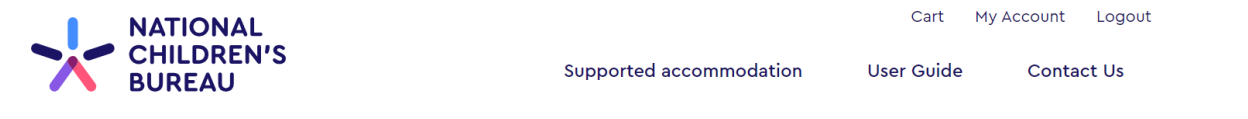


Home > My Home Page

My Account Dashboard



Click on 'My Training' to view the details. If you have registered for multiple activities, you will see a list of all activities you are registered for and view the details including the joining link and relevant documents (agendas, slides, etc)



Home > My Home Page > My Materials

My Courses and Events

Below is a list of items you are registered for. If you have questions regarding your access, please contact us.

Commissioning and Quality Assurance Framework Development Workshop – Quality Assurance workshop 12/10/2023 10:00 AM – 12:30 PM GMT	View/Launch
Regional Community of Practice – East Midlands – Providers registration – East Midlands Regional Community of Practice 04/09/2023 1:00 PM – 3:30 PM GMT	View/Launch

You will be able to access any future events, training and eLearning opportunities on the Digital Learning Platform. If you have any issues using the platform or have any questions about the event please contact sapp@ncb.org.uk