Nicholas Beech
CHARTERED MCIPD

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Digital learning content examples...
http://www.nblearntech.co.uk/portfolio

Professional Profile

A professionally-qualified (Chartered MCIPD), business-focussed, Digital Learning Specialist and Content Developer. Proven ability (dating back over 25 years) of assessing training needs and implementing effective digital and/or blended learning solutions. Experienced in various project management methodologies and have worked in the Finance, Education, Environmental Services and Utilities sectors. An articulate communicator at all levels.

Employment History and Achievements

2018-2020   **Digital Learning Content Developer**
Contractor: Working at *npower*   **Location: Home based**

- Working in an Agile project environment, developed and worked on around 200 digital learning modules (including storyboarding) to support the introduction of a major new computerised b2b utilities administration system (*Junifer*).

- Used Assima Training Suite (ATS) to create over 80 cloned simulations, providing learners with guided practice and evaluation activities to help them learn the system before going live.

- Also created and/or edited over 120 Articulate Storyline modules to provide learners with interactive simulations and "explainer" resources.

- Narrated voiceovers on over 20 modules to improve engagement, and used motion graphics (Camtasia) and video software (Premiere) to enhance the audio/visual learner experience.

- Took a lead on the configuration and administration of the Learning Management System (Collaborate) used to deliver digital content to over 900 learners, including targeting resources to specific groups and creating reports to show progress.

2012-2018   **Digital Learning Specialist / Learning and Development Advisor**
Employer: Veolia   **Location: Wolverhampton**

- Collaborating with subject matter experts and other stakeholders, developed and edited numerous e-learning modules using Articulate 360 (Storyline and Rise) and Camtasia Studio. Subjects included Induction, HR, Health and Safety, Finance, Google Apps, Anti-Bribery, GDPR, and Personal Development Reviews on the SAP Success Factors Veolution system.

- As Super Administrator on Campus Veolia's LMS (Talentsoft), configured automated processes covering account creation through to course completion certification and reporting. Provided regular reports to update 5,000 learner records and support finance processes.

- Produced training videos covering: Driver Daily Vehicle Checks; Roadside Stops; Driver CPC training; Legionella Awareness; and Identifying Health and Safety Risks.

- Delivered 100+ live webinars on Personal Development Reviews. Also delivered SAP Fleet Management computer systems training to over 200 people throughout England and Wales, and ran 90+ Google Apps sessions training over 800 learners.

2001-2012   **Creative Media Developer / Educational Technologist**
Employer: Stoke on Trent College   **Location: Stoke on Trent**

- Reported to the Executive Director of Finance with responsibility to promote the college's training and education courses through its website and other social media channels.

- Promoted the use of information and learning technologies in the teaching and learning process, providing advice and guidance where appropriate. Also administered the College's Moodle Virtual Learning Environment and provided training to staff on these systems.
- Designed, developed and implemented interactive e-Learning resources covering a range of vocational and non-vocational subjects and techniques.
- Produced a series of video programmes, including skills training in hairdressing, construction and hospitality, and webcasts for communication and educational documentaries.

1994-2000 Personnel and Training Manager / Training Officer
Employer: Marconi Pensions Office   Location: Stafford
- Reported to the Managing Director and senior management team, providing advice and guidance on strategic and operational personnel, training and development issues.
- Assessed organisation and individual training needs, prepared annual training plans and budgets, controlled progress and delivered monthly reports.
- Designed and delivered training in health and safety and computer applications to 125 staff to satisfy identified training needs.

1989-1994 Technology-Based Training Administrator / Designer
Employer: TSB Bank plc   Location: Telford / Birmingham
- Designed and produced innovative blended learning packages with the emphasis on technology-based solutions, including computer-based training and interactive video programs. Target audience was up to 15,000 staff in 1,250 TSB Bank branches with the emphasis on legal, technical and service training in banking and insurance.
- Assisted in establishing a nationwide network of 22 Learning Resources Centres.

1977-1989 Various positions in branch banking (Clerk to Office Manager)
Employer: TSB Bank plc   Location: Staffordshire
- Worked in seven different branches around Staffordshire, gaining a reputation for successfully executing responsibilities in a professional manner. Became Office Manager at a commercial branch with 25 staff in 1988.

Professional Qualifications

- Chartered Member of the Chartered Institute of Personnel and Development (Qualified 1999)
- Formerly an Associate of the Chartered Institute of Bankers (Qualified 1989)

Other Skills, Training and CPD

Proficient in the use of industry standard application programs to develop digital learning content:
  - Interactive multimedia development (Articulate Storyline 360 and Rise)
  - Cloned system simulations (Assima Training Suite)
  - Video/audio production, screen-captures, motion graphics (Premiere, Camtasia, Flash, DAWs)
  - Virtual Learning Environments (Talentsoft, Moodle, Collaborate)
  - Photo and Graphics preparation, desktop publishing (Affinity Designer/Photo/Publisher – as alternatives to Adobe Photoshop and Illustrator)
  - 3d Modelling and animation (Blender)
  - Website development tools for HTML, JavaScript and CSS
  - Microsoft Office Suite; Google Apps Suite

I use a combination of formal and self-study courses, text and e-books, desk research and networking with colleagues to keep up to date with latest techniques and developments.

Formal courses have included: CIPD Professional Qualifications Scheme; CIB Professional Qualifications Scheme; PTTLS Teaching Qualification, BBC Camera Operation and Filming; Final Cut Studio 2 Master Pro Certification; BCS Level 3 Using ICT; Instructional Design Building Better Courses.