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**Skills to Succeed Academy**

**Flexible, on demand and engaging**

**Skills to Succeed Academy**

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Hello

We are very pleased to announce that the [**Skills to Succeed Academy**](https://www.accenture.com/gb-en/corporate-citizenship-skills-to-suceed-academy) is now available to support our [enter programme name here].

The Skills to Succeed Academy is a free online employability training programme developed by [**Accenture**](http://www.accenture.com)**.** Created specifically to meet the needs of jobseekers, the Skills to Succeed Academy offers bitesize, interactive online training modules to prepare Learners for the entire journey of choosing the right career, finding a job and succeeding in the work place.

To access the Skills to Succeed Academy ([**www.s2sacademy.com**](http://www.s2sacademy.com)) as Staff/Advisors:

* Register[**here**](https://s2sacademy.com/register/) as a staff member using the following Access Code: **ACCESS4STF** (please do not share this code with Learners)
* Complete theAdvisor Training Module **(Coming Soon)**,a shorte-learning packed with lots of great information for Staff/Advisors, including what learning content is available, top tips on how to deliver it to get the best results, as well as what materials are available to give you extra support

To share the Skills to Succeed Academy with Learners:

* Learners should register [**here**](https://s2sacademy.com/register/) as a learner using the following Access Code: **ACCESS**
* Share the **‘**[**Learner Quick Start Guide**](http://s2sacademy.com/cms/uk/starting_with_s2s_files/Skills%20to%20Succeed%20Academy%20Learner%20Quick%20Start%20Guide.pdf)**’** with Learners for simple step-by-step guidance on how they can get started
* Recommend relevant modules based on the Learner’s needs. You can use the **‘**[**Module Guide & Diagnostic**](https://s2sacademy.com/cms/uk/starting_with_s2s_files/Skills%20to%20Succeed%20Academy%20Module%20Guide%20and%20Diagnostic.pdf)**’** to help you do this. Alternatively, direct your Learner to the “What describes your current situation’ section at the top of the Course Menu screen which will generate a personalised curriculum.

For further information on the Skills to Succeed Academy and how you can best use it with customers and jobseekers, please see the FAQs below. You can also take a look at the [**‘Getting Started Guide’**](https://s2sacademy.com/cms/uk/starting_with_s2s_files/Skills%20to%20Succeed%20Academy%20Advisor%20Quick%20Start%20Guide.pdf) for a helpful overview of how to get going.

If you have any questions, please don’t hesitate to reach out. Otherwise, we encourage you to explore and make the most out of what this valuable resource has to offer.

Kind Regards,

[please insert name]

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**FAQs:**

How will this impact existing programmes / provision?

The Skills to Succeed Academy is entirely flexible and can be easily incorporated into existing programmes. Individual training modules can be completed independently or used to complement existing provision e.g. the CV modules can be used to complement a CV workshop or certain modules can be used to help prepare individuals for Work Experience programmes (see the [Module Guide & Diagnostic](https://s2sacademy.com/cms/uk/starting_with_s2s_files/Skills%20to%20Succeed%20Academy%20Module%20Guide%20and%20Diagnostic.pdf) for more information on the Skills to Succeed Academy Work Experience Curriculum).

**Why do Staff/Advisors & Learners have different Access Codes?**

Staff/Advisors receive access to a Support Area with a host of helpful materials to support them with training delivery. It is important that the Staff/Advisor Access Code is not shared with Learners as this also allows for accurate reporting on Learner numbers.

**How can the Skills to Succeed Academy be delivered to Learners?**

The different delivery options include independent learning, 121 mentoring or group delivery. To read more about these delivery options see page 25 of the [Training Handbook.](https://s2sacademy.com/cms/uk/delivering_s2s_files/Skills%20to%20Succeed%20Academy%20Training%20Handbook.pdf)

If you decide to deliver the training to multiple Learners in a classroom or group-based setting (i.e. from the front of the room where Learners will not be registering on the site individually) please complete the **Group Report** on the site to let the Skills to Succeed Academy team know about it. The Group Report is available in the Support Area of the site.

**How do I recommend modules to Learners?**

It’s best to recommend individual modules to Learners based on their learning needs, rather than starting from Module 1 or completing the programme from start to finish. Use the [Module Guide & Diagnostic](https://s2sacademy.com/cms/uk/starting_with_s2s_files/Skills%20to%20Succeed%20Academy%20Module%20Guide%20and%20Diagnostic.pdf) to identify which modules might be suitable for a particular Learner. You can also guide Learners to complete the ‘Pre-Assessment’ on the site – this generates a tailored curriculum for Learners based on their responses to a couple of simple questions.

**Is it possible to track Learners’ completion of modules?**

Learners have a ‘My Progress’ page which they can easily email to Staff/Advisors via the site. Many of the modules also feature Activity Packs which can be downloaded / completed by Learners and shared with Staff/Advisors.

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**What Support Material is available for Staff/Advisors?**

The Advisor Area includes both Support and Marketing material for Staff/Advisors. The Starting with the Skills to Succeed Academy and Delivering the Academy section includes the Advisor Training Module **(Coming Soon!)**, the [Module Guide & Diagnostic](https://s2sacademy.com/cms/uk/starting_with_s2s_files/Skills%20to%20Succeed%20Academy%20Module%20Guide%20and%20Diagnostic.pdf), the [Educator’s Guide](https://s2sacademy.com/cms/uk/delivering_s2s_files/Skills%20to%20Succeed%20Academy%20Educator's%20Guide.pdf) and the [Technology Guide](https://s2sacademy.com/cms/uk/delivering_s2s_files/Skills%20to%20Succeed%20Academy%20Technology%20Guide.pdf). The Raising Awareness about Skills to Succeed Academy section includes a [Poster/Leaflet](https://s2sacademy.com/cms/uk/raising_awareness_files/Skills%20to%20Succeed%20Academy%20Poster%20Leaflet.pdf), a [Marketing Message Guide](https://s2sacademy.com/cms/uk/raising_awareness_files/Skills%20to%20Succeed%20Academy%20Marketing%20Messages.pdf) and a [Social Media Toolkit](https://s2sacademy.com/cms/uk/raising_awareness_files/Skills%20to%20Succeed%20Academy%20Social%20Media%20Toolkit.docx). There are plenty more resources available in the Advisor Area so we would encourage you to explore it.