



# Employee eLearning from Mind





## Who we are

Mind and Workplace Wellbeing

**At least 1 in 6 workers experience mental health problems like anxiety and depression and our research shows that work is the biggest cause of stress in our lives - more than money problems**

### **What we do**

We are Mind. We make mental health an everyday priority by empowering people to understand their own mental health and the choices available to them.

We offer help through our information, advice and local services across England and Wales. We stand up to injustices which make life harder for those of us living with mental health problems. And together, we bring an unstoppable network of individuals and communities – people who care about mental health to make a difference.

We also support people in work by building confidence across organisations through our valued knowledge sharing, bench-marking and best practice guidance - supporting both employers and employees to create and maintain mentally healthier workplaces.

### **How we do it**

We are Mind's dedicated Workplace Wellbeing team. We design and develop our own products and provide them direct to organisations like yours. We will support you regardless of where you are on your wellbeing journey. We will offer insights into how your organisation can progress, along with our expertise and recommendations for you to implement. Through our talks, presentations and learning products, we will inspire you and your colleagues to aim for your best.

## Why choose Mind?

We are one of the leading mental health charities operating within England and Wales. We have been doing this for over 75 years!

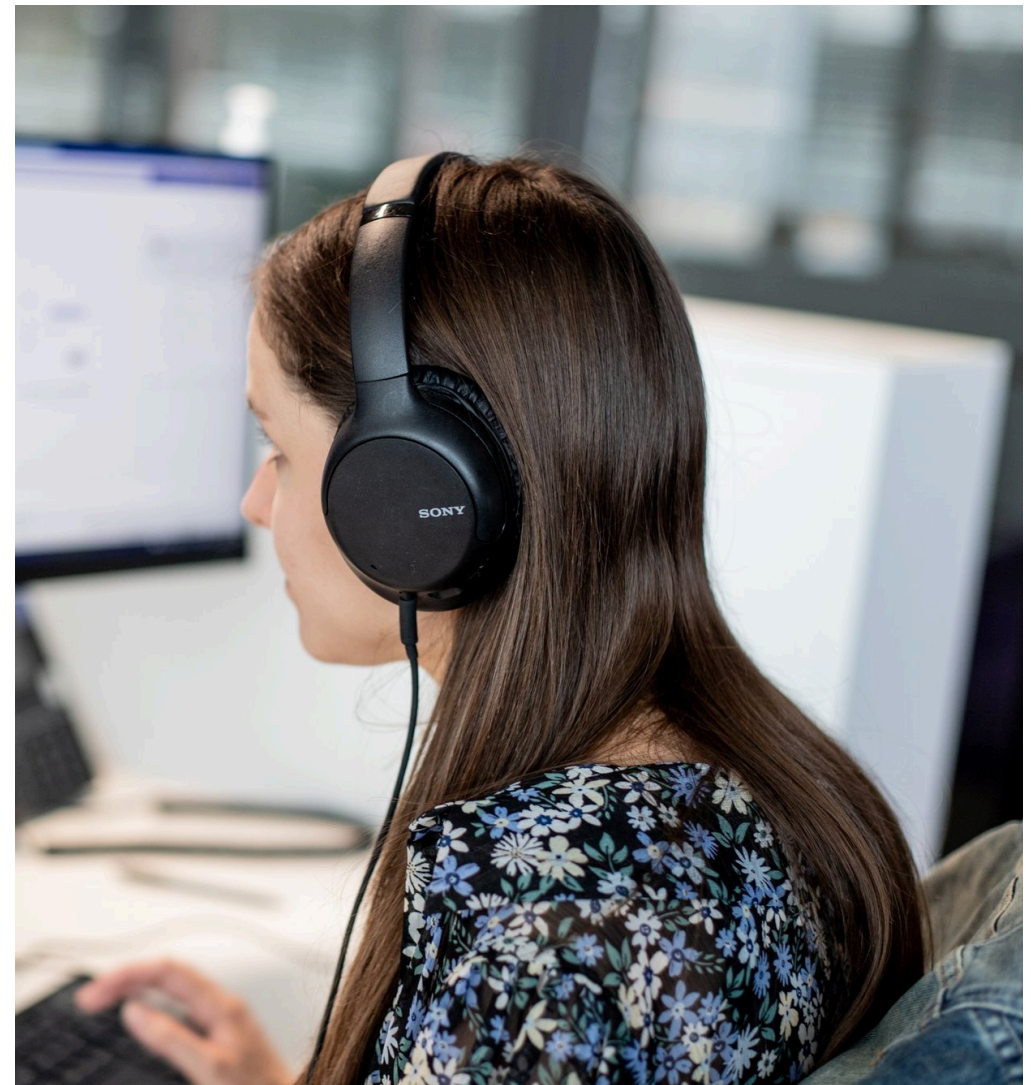
We are experts in mental health and we know what it takes to create a mentally healthy workplace. Our own workplace is built on expertise.

In the last five years we have helped 8 million people have better mental health at work.

People with lived experience of mental health problems drive everything we do - that's just one of the ways in which we quality assure what we do. We hold ourselves accountable by monitoring and evaluating our work in order to make sure that what we provide is as practical, supportive and valuable as we can make it.

We charge for our workplace wellbeing services and the income we generate is reinvested in our charitable work. By investing in your organisation's workplace wellbeing, you're also investing in better mental health and wellbeing for others too.

Thank you for considering us.





# Our eLearning

Inspiring better practice

## Who our eLearning is for

Our eLearning supports anyone wanting to increase their understanding of mental health and wellbeing at work. We equip workers who are unfamiliar with the topic or new to talking about mental health and wellbeing in a work environment.

We keep in mind different working relationships. We know that mental health and wellbeing will mean different things to each of us. Our approach is to provide learners with practical guidance and tools for better practice and for learning growth, whatever their experience.

Our eLearning can:

- enhance learning through interactive content
- build confidence in dealing with sensitive topics
- support employees to learn at their individual pace
- supplement existing training programmes
- refresh knowledge around mental health and wellbeing
- inspire better practice, respectful communication and behaviours, and positive working relationships
- support new staff through inductions and provide consistent on-going guidance to all employees
- facilitate mental health awareness at an organisational level.

We focus on covering the absolute essentials of mental health and wellbeing for workplaces. We know that different businesses and working cultures will consider these in a variety of ways, so we make our themes as accessible as we can. We strive to reach as many people as we can.

We make no assumptions about what our learners know or what experience they have. We welcome all learners to take part and enhance their understanding, wherever they are coming from.



# Course 1: Mental health awareness at work

Our Mental health awareness at work course offers an introduction to mental health and workplace wellbeing to employees at any level. We explore the difference between good and poor mental health, common mental health problems and the impact of stigma. We share tips on how to look after your own mental health while also being mindful of how best to support colleagues.

The course includes 8 modules and 70 minutes of learning in total. It can be hosted on your own learning management system (LMS) or if you do not have a LMS, we can provide you with access to ours. The course contains audio, animations, real-life scenarios and quizzes.



**Training like this is fantastic, as I feel as though I'm seeing a change in the attitudes of my colleagues, even just over the last 5 years.**



## Module headings:

- Mental health awareness (an introduction)
- Mental health matters
- Stigma, discrimination and intersectionality
- Stress, anxiety and depression
- Mental health and work
- Self-care and work
- Supporting each other
- Putting it into practice.

+ There are several resources to support learners after the course.



**I like tangible, practical principles I can apply or work with and this is the first training module I have completed on mental health that has provided anything like that.**



# Course 2:

## Managing mental health at work

This course is for people managers. From the start, it emphasises the importance of looking after your own mental health as well as your employees'. It promotes greater understanding of mental health in the workplace and helps build confidence in supporting staff at different stages of their career. Our modules equip learners to be proactive, effective and responsible people leaders.

The course includes 8 modules and 90 minutes of learning in total. It can be hosted on your own learning management system (LMS) or if you do not have a LMS, we can provide you with access to ours. It also includes audio, animations, real-life scenarios and quizzes.

Our Managing mental health at work course complements our Mental health awareness at work modules. Both courses include best practice guidance and tips from our mental health and workplace wellbeing resources.

### Module headings:

- Managing mental health and wellbeing at work
- Self-care and role modelling
- Supporting workplace wellbeing
- Supporting team wellbeing
- Supporting individual wellbeing
- Wellbeing resolutions
- Wellbeing and performance
- Supporting your own wellbeing.

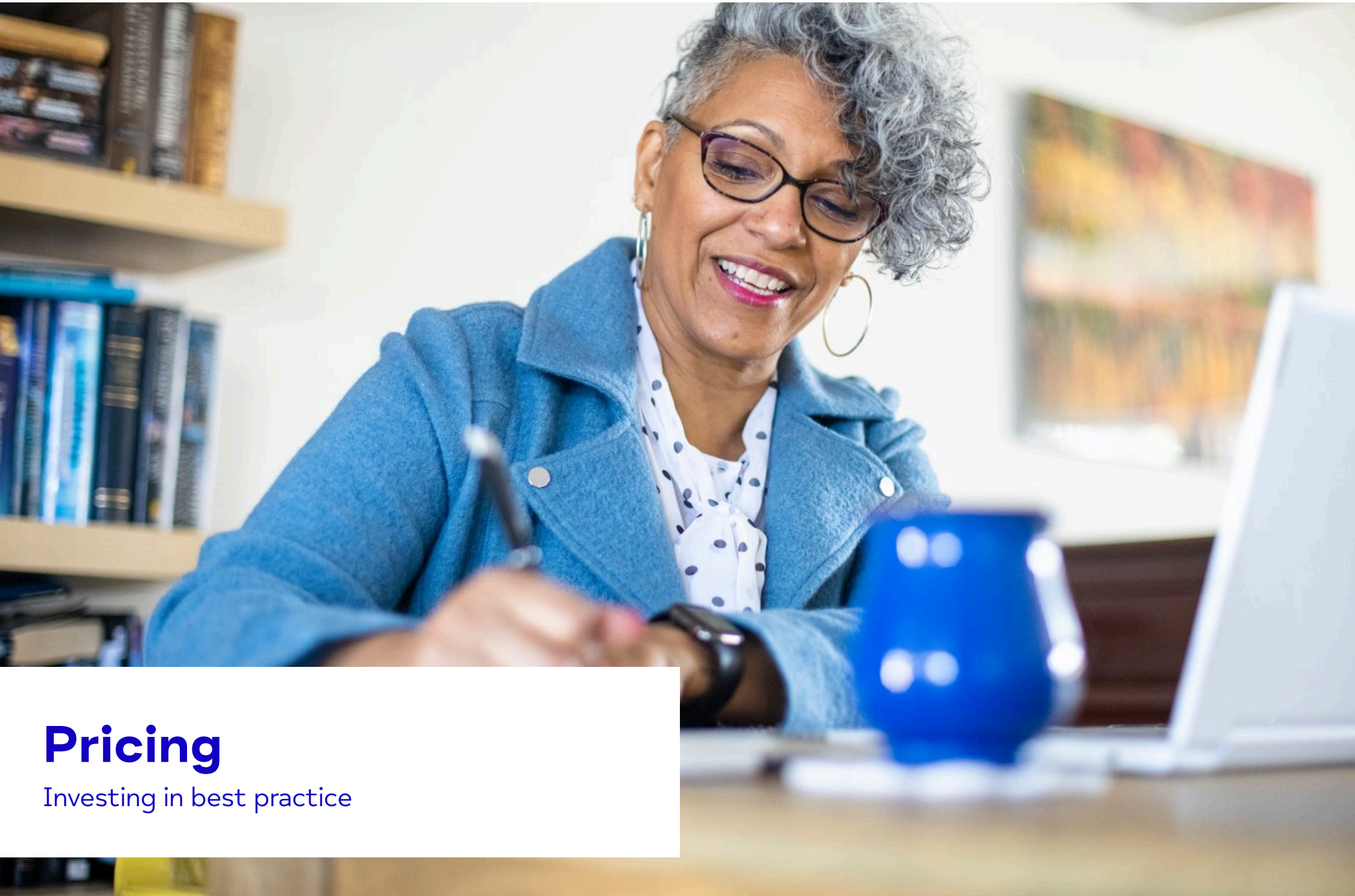
+ There are several resources to support learners after the course.



**The course was really thought provoking, in a positive way and has really helped me self-reflect and to consider my line management style.**







# Pricing

Investing in best practice

# Pricing categories

We use a range of categories to price our eLearning. Our fees depend on your sector and the size of your organisation. Subsidised rates are available for statutory bodies and charities.

We sell annual eLearning licences in two ways:

- 1.If your organisation has it's own LMS, you can license\* our courses (SCORM files) and host them on your system.
- 2.If you do not have an LMS, you can access the eLearning through ours. We charge an additional annual 10 per cent admin hosting fee, along with your annual licence fee.

\*Terms and conditions apply.

All of our fees are subject to VAT.

**Income generated by the sale of our services, including eLearning, is reinvested in our charitable work. Our money comes from different places, which helps us to be entirely independent. We are grateful to anyone who invests in us and that's why we want to be open about [how we're funded and managed](#).**

## How big is your organisation?

BAND A - 10 to 49 employees

BAND B - 50 to 149 employees

BAND C - 150 to 249 employees

BAND D - 250 to 499 employees

BAND E - 500 to 999 employees

BAND F - 1,000 to 4,999 employees

BAND G - 5,000 to 9,999 employees

BAND H - 10,000 - 49,999 employees

BAND I - 50,000 - 99,999 employees

BAND J - 100,000 - 249,999 employees

BAND K - 250,000 - 499,999 employees

BAND L - 500,000 - 999,999 employees

BAND M - 1,000,000 + employees



# FAQs and accessibility

Get the most out of your learning

# Frequently asked questions

## How can I access Mind's eLearning?

To access our eLearning, you have to purchase a licence.

There are 2 types of licences choose from:

1 - you can host the eLearning courses (SCORM files) on your organisation's LMS

2 - you can access the eLearning on our LMS.

## How long does an eLearning licence last?

One year - we sell annual licences. Should you need to make any amends to your licence during that time, our team will be happy to support you.

## Can I sample the eLearning before buying?

Temporary access to experience our eLearning can be arranged. Please speak to a member of our team.

## What technical requirements are needed?

Your LMS needs to be compatible with SCORM 1.2 or SCORM 2004.

Our courses contain audio, video, animations and photography.

## Which browsers will our eLearning work on?

Our courses have been built to be responsive and to work on any modern device or browser, autodetecting the appropriate resolution. At the time of release they were tested on the latest versions of the most common browsers such as, Chrome, Firefox, Edge and Safari.

## What is a learning management system (LMS)?

A learning management system is a software application and technical platform that supports digital courses such as eLearning. These systems can also support you to implement learning across your organisation, monitor usage and report on participation.

## How quickly can I access your eLearning?

Once we have received payment, you can access the eLearning immediately.

If you plan to host eLearning on your LMS, you will be able to download the SCORM files via our Marketplace.

If you plan to access the eLearning through our LMS, we will provide access to you via an automated link. You will be given admin access to your own dashboard where you can invite your employees to complete the courses. You can also generate reports.



### **Can learners retake your eLearning?**

We encourage all users to refresh their knowledge as often as they can. If you use our LMS, we encourage you to reset the course history each year. Learner history is recorded but learners can retake courses afresh.

### **How do you develop your courses?**

We have a dedicated development team that create and maintain our products along with other knowledge experts across Mind. We also work closely with our communication and information teams so that our eLearning is as accessible to as many people as possible.

### **What age is appropriate to do these courses?**

We develop our products for people in work who are aged 18 and older.

### **Can users with low internet bandwidth access your courses?**

All media is compressed to the lowest acceptable levels without losing visual integrity. Media does not buffer in advance of a learner selecting the play button, which reduces bandwidth load. The courses are not accessible offline, as this would disable any completion tracking.

**Please contact your Account Manager or any member of the team who will be happy to support any further queries.**

# Accessibility

We want our learning to be meaningful and usable by as many people as possible. But we also recognise that accessibility is individual and will mean different things to each of us.

We follow the current best practice Web Content Accessibility Guidelines – also known as WCAG, so our courses comply with Level AA. This means that learners should be able to:

- Navigate our courses in a predictable way
- See information that is clear and easy to understand
- See lists and headings which are in an ordered sequence and are marked-up correctly
- Find the colour contrast of each screen easy to navigate
- Get hints and prompts if they make a mistake when you're navigating
- See text alternatives for non-text content such as images
- Use captions and other alternatives for videos and animations
- Interact with our eLearning using screen readers such as JAWS or NVDA
- Navigate the courses without the need for a mouse.

We also consider the following:

**Writing and structure** – we follow Mind's well-established guidelines and tone of voice. Our writing style is clear and easily understood. We are as concise as possible, we avoid jargon, and provide clear instructions for interactive components of the courses. The structure of both of our courses remains consistent to support helpful navigation. This includes hints and prompts for learners.

**Visuals and graphics** – we have chosen our colour contrast for text and graphics that complies with WCAG AA standards as a minimum. We also apply our own brand guidelines. Alt tags for images and photos have been included, to support screen readers.

**Media** – we have included a range of media, such as videos and animations. For each, we have included a written transcript, closed captions or subtitles.

**Navigation** – learners are able to navigate our courses via PC or laptop. They are also accessible on smartphones. Our courses work on any modern device or browser and are accessible via screen readers.



# Workplace products

What else we offer

# Snapshot

Supporting workplace wellbeing has become more critical than ever. With the ongoing challenges of hybrid working and the rising cost of living, it's vital that we prioritise employee workplace wellbeing.

**Our Snapshot gives you a summary of how well your organisation is managing workplace wellbeing across the business. Once you sign up, you can get results within weeks.**

## How does it work?

The Snapshot is the perfect tool for organisations that have limited resources, but need results quickly. It provides an overview of the wellbeing of your staff, and it only takes a few weeks. It helps you to identify areas you need to focus on and what your next steps should be to achieve a mentally healthier workplace.

## Key features

- it's a digital tool available anytime of year
- it's available 'on demand' so you can take part anytime that suits your business schedules

- it is delivered using our expert, user-friendly survey. Also designed to be mobile-friendly, it allows you to support colleagues working across multiple sites
- time commitment is short - it can be completed in 5 minutes but it will provide you with valuable insights  
results are available 1 week after surveys close  
it allows you to send a positive, proactive and clear message of commitment to improving workplace wellbeing.

**The following video outlines the process for taking part:**



**Access guides to help you through the process**

**You'll be able to access guides to help you through the**



# Workplace Wellbeing Index

Our Workplace Wellbeing Index is a benchmark of best policy and practice, designed to celebrate the good work employers are doing to promote positive mental health, and to provide key recommendations on the areas where there is room to improve.

**Taking part in our Index will help you to find out where you are doing well and where you can better support the mental health of your staff.**

## Benefits of taking part

- gain public recognition of your organisation's commitment to workplace wellbeing
- learn where you benchmark in comparison to other participating organisations
- share and access best practice learning from other participating employers
- find out what your employees really feel about your organisation's support provision.



## How does the Workplace Wellbeing Index work?

1. Take part in staff and employer surveys to identify possible gaps between your organisation's approach to workplace wellbeing and what your staff think.
2. Receive an assessment report to identify where you're doing well and where there are areas for improvement.
3. Receive your Index ranking and celebrate the positive steps you're taking to promote workplace wellbeing.

# Policy reviews

**Having supportive policies is vital. Inclusive policies make sure employees get the support they need to manage their mental health.**

Our policy reviews are an opportunity to make sure that your people policies are inclusive and considerate of mental health. Our reviews also look at how your processes might affect employees experiencing a mental health problem.

## **How does it work?**

Submit your most recent policies and any supporting documents and one of our expert reviewers will read through your submissions. Once we've reviewed them we'll send you a report highlighting the strengths and areas for improvement in each policy.

Your report will identify where your policies successfully consider employees experiencing mental health problems, as well as how they support line managers. We'll include recommendations for improvement as well as best practice guidance on how to create a mentally healthy workplace.

**We review up to 9 people policies and any supporting documents associated with them.**

Policies we review include:

- Mental health or wellbeing policy
- Bullying and harassment policy
- Disciplinary, grievance or conduct policy
- Equality and diversity or equal opportunities policy
- Flexible, remote or hybrid working policy
- Health and safety policy
- Sickness absence policy
- Performance management policy
- Change management policy

**Don't worry, if you don't have any of the 9 policies in place we'll provide you with guidance and recommendations on how to develop these.**

# Speaking engagements

Talking about workplace wellbeing and mental health at work is an important step to creating an open culture. It can also reduce the stigma associated with mental health in the workplace.

We have a team of expert speakers who can deliver talks on a range of mental health topics – from anxiety to tackling stigma.

## Where do you run the talks?

Our speaking engagements are accessible to all and can be hosted virtually or face to face in your workplace.

## How many people do you run talks for and how long do they last?

There's no minimum or maximum group size – we're happy to speak to a small group or your whole organisation. Speaking engagements usually last for 1 hour.

## Do you speak at mental health awareness events?

## Topics we cover include:

- Spotlight on anxiety
- Supporting yourself during challenging times
- Tackling stigma in the workplace.

Our speaking engagements can form part of your strategic workplace wellbeing programme. We're happy to deliver talks at any time of year.

Our expert speakers can run sessions on a range of topics – we'll work with you to understand your audience and what you want to get out of the event. We could support:

- Lunch and learn events
- Online webinar
- Workplace conferences
- Team away days.

From that, we'll create an engaging session to educate, inspire and motivate your teams.

At Mind, we're proud of the work we put into developing and maintaining our mental health expertise. Our resources have been created from valuable experience and evidence, and our guidance is committed to positively influencing best outcomes.

# Guidance and information

We have a large range of accessible information to choose from which is suitable for anyone in or out of work. There are multiple topics to explore but our most popular include:

- Understanding mental health problems
- Mind guide to seeking help for a mental health problem
- How to be mentally healthy at work.

## Options for purchasing Mind resources

Our information resources feature practical guidance and further useful contacts for support, should any of your employees need it.

You can purchase multi-packs of our booklets from our online shop or create bespoke packs to meet the specific needs of your workplace.

You can also purchase a licence which allows you to host our e-booklets on your own intranet. These can form part of your support for staff wellbeing.

For added authenticity and reassurance, you can also co-brand our

booklets so your employees know the information you're sharing is from a credible mental health expert.

You can find our booklets in our [online shop](#)



We can provide a recommended approach based on your requirements.

# Contact us

[Webform](#)

[Learn more](#)

Mind's NEW Workplace Wellbeing Marketplace is coming Spring 2024!