

# LightUp 365

online on-demand training, driving  
adoption and usage of Office 365





# Introduction

LightUp 365 delivers on-demand video support and training to enable users to get the most from Microsoft Office 365. With 2,000+ out-of-the-box, fully searchable videos integrated into the Office 365 experience, businesses can customise the user experience, and also add in their own training collateral.



## LightUp 365 – just-in-time (JIT) learning:

Just-in-time learning is where training is available on-demand, integrated into the application supported, and proven to be an efficient, practical and cost-effective learning method.

Introducing new software can be challenging for a business – employees can be resistant to change, particularly if extensive, time-consuming up-front education is required. And yet it's essential that new applications are fully adopted and utilised:

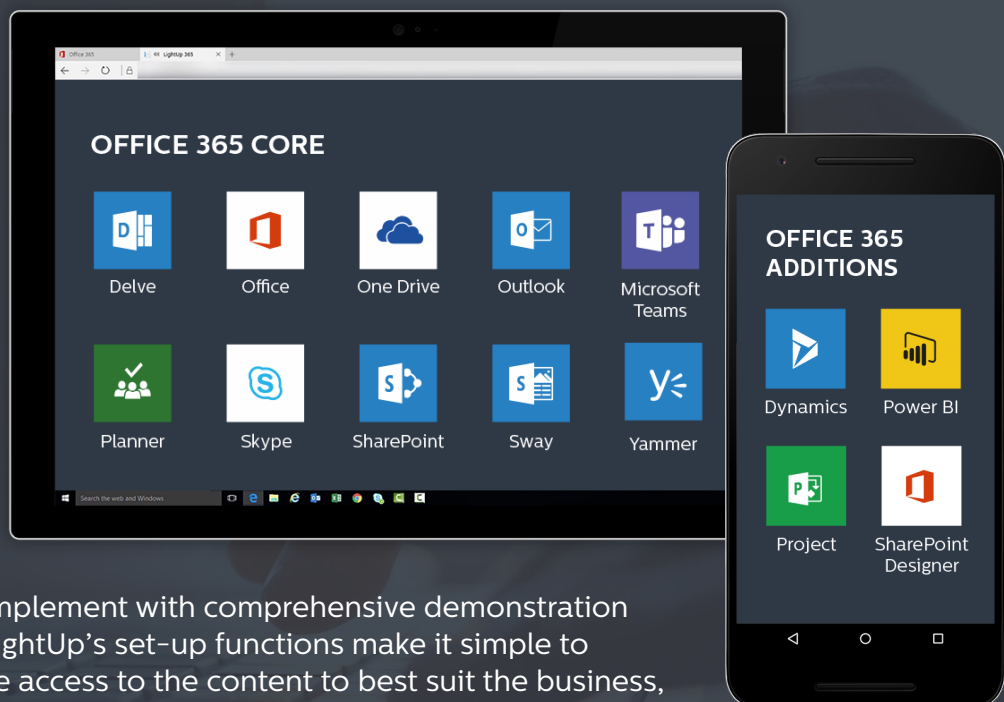
- To ensure optimum value from the solution, and maximised ROI
- Incorrect use can result in error or data loss, and compromise compliance
- Employees are an organisation's most valuable asset – their skills should be developed to maximum potential.

With JIT learning, end-users access training as they work, and most users find short, bite-sized 'how-to' videos, such as LightUp 365's material, to be the most useful format.

## LightUp 365 libraries

LightUp 365's videos are stored in libraries, sorted according to application.

All Office 365 applications are covered, and LightUp undertakes to develop and deploy material as quickly as possible following release of new Office 365 features, and to revise training for existing applications to reflect major updates. In addition, LightUp carries out a quarterly content review, to identify outdated content for update.

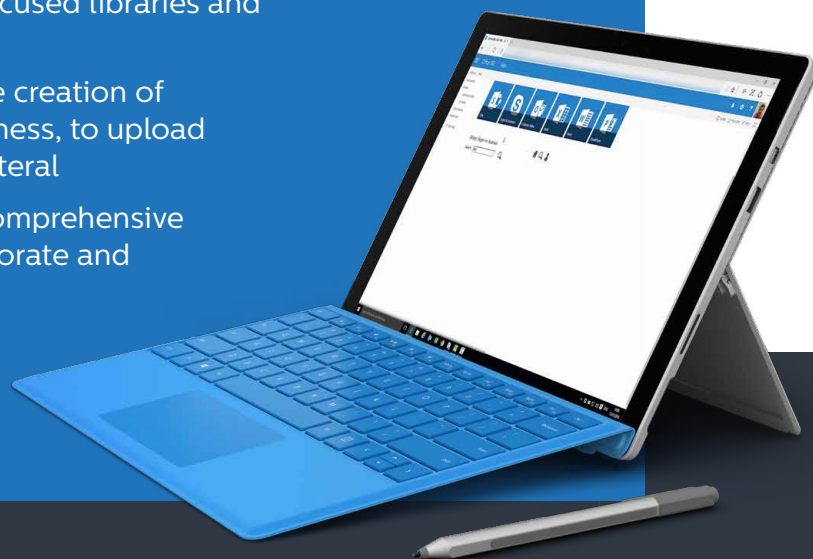


Easy to implement with comprehensive demonstration videos, LightUp's set-up functions make it simple to customise access to the content to best suit the business, and individual users:

- LightUp 365 training is accessed via an Office 365 panel tile or through the Help function
- A library – if unrequired for specific users, for example – may be hidden
- Learning paths can be created for general corporate and individual user need – such as a series of videos collated to support onboarding, or a department promotion
- Learning campaigns may be created for promotion outside the Office 365 environment, via email, social media, etc.
- Businesses can create their own libraries, uploading their own material, and branded accordingly
- Comprehensive tracking and analysis tools provide an overview of corporate and individual use.

## Benefits of LightUp 365 training

- Practical and easy to locate and use, training is on demand, and always up to date
- New content is integrated as applications are released
- LightUp removes the need for formal classroom training, with its associated cost
- Users access training from within Office 365, with single sign-on provision creating seamless access, without additional input from IT or HR
- The LightUp platform is flexible and customisable, to allow the creation of corporate focused libraries and targeted learning paths
- LightUp 365 enables the creation of libraries within the business, to upload additional training collateral
- LightUp 365 provides comprehensive usage insight, on a corporate and individual level.



In addition to providing training for Office 365, LightUp 365 provides learning videos for other Microsoft products, applications and operating systems, including, for example, office 2016 Desktop and Windows 10.

## LightUp 365 and Cobweb

Call your account manager or any of the Cobweb Team to see how LightUp 365's training suite could help drive Office 365 adoption and usage within your organisation.

Call: 0333 0095 934

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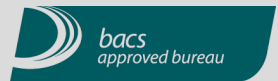
🖱 [www.cobweb.com](http://www.cobweb.com)

### About Cobweb

Cobweb is one of Europe's largest cloud solutions providers. Founded in 1996, the company draws on in-depth expertise and decades of experience in what is now known as cloud, empowering organisations of all sizes to grow into flexible, agile businesses through the deployment of best-of-breed cloud technologies.

Through Vuzion, its value-add Cloud Aggregator, Cobweb enables IT resellers, SIs and service providers to build long term sustainable business success by creating managed cloud offerings for their customers.

A member of the Cloud Industry Forum and a Microsoft Gold Certified Partner, Cobweb was the first provider in Europe to deliver Microsoft cloud services through the Microsoft Cloud Solution Provider programme. The company prides itself on innovation and liberating its customers and partners through technology. This is backed up by UK support and advice 24 hours a day, 365 days per year. Based in London and Dubai, with an operations centre on the south coast, Cobweb is a British company with a global outlook.



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**LIGHTUP 365**