

Guide to FREE online resources

1) Somerset County Council's Adult Social Care services currently fund **Scils**, which enables anyone in Somerset to access FREE e-learning resources on www.scils.org.uk



See guidance below on accessing scils materials:

Social Care Information and Learning Service (SCILS) and E-Learning

Guidance and frequently asked questions

What is SCILS?

SCILS –www.scils.co.uk - Social Care Information and Learning Services is an independent organisation that provides web-based information and e-learning services to health and social care in the public and independent sector.

EILS - Education Information and Learning Services is the child care website, although you can access the SCILS website from this site and the other way round.

Who is SCILS aimed at?

All staff working in adult and childcare services should find something of interest to support Continuing Professional Development (CPD) and good practice. The wide range of topics includes – challenging behaviour, dementia, legislation and managing a team. There are direct links to NVQ requirements for those undertaking these awards. The materials are divided into individual and group sessions but you are free to access whichever materials are of interest. Why not discuss SCILS at your team meeting or in supervision and see if there are any sessions it would be appropriate to look at as a staff group or individually?

How can I access SCILS?

Please [click here](http://www.scils.co.uk/index.php?task=register) <http://www.scils.co.uk/index.php?task=register> to find out how to register. All staff have been given access to the SCILS website and **all** staff should use the same registration number (You need to contact Paul Birch PA Birch@somerset.gov.uk for a Somerset Registration Number). When you register for the first time you will be asked to indicate whether you work mainly in children's or adult's services. & You can select whether to complete learning materials online or print off hard copy versions.

How can I access a PC?

All that is required is a PC with internet access so it is quite acceptable to access the SCILS website on a shared computer. If you have any problems accessing a PC please talk to your supervisor or local office management team about this.

When can I access the SCILS website?

Anytime and from anywhere you have access to the internet. Completing one learning session may take 1-1.5 hours so you need to organise your time appropriately and avoid distractions (see below). Staff are advised to talk to their supervisors or line managers about timescales and "time out" for studying.

I have access to a PC but I need a quieter environment to do e-learning?

Talk to your supervisor or office management team about this too. Office and work environments will vary, but you may be able to negotiate the use of a PC in a quiet room. If accessing SCILS in an open plan environment, headphones may be a good way of reducing external noise, whilst sending out a visible message to everyone that you are otherwise engaged.

I have never used websites or e-learning for my work before?

No formal training is required to use SCILS and the best way to learn is to give it a go. However, Adult Learning and Leisure services offer a range of courses connected with I.T. - <http://www.somerset.gov.uk/somerset/learning/adult/index.cfm>

Who do I contact if I have any problems or queries with SCILS?

The SCILS website has its own [FAQ page](#): If you are having difficulties with your PC, such as getting on to the internet, then ask for help from your local office management team. If you have any queries or feedback about the content of the SCILS website contact SCILS in the first instance or: -

- General queries – Joe Horton, Learning & Development Team, County Hall - phone 01823 355216 JHorton@somerset.gov.uk
- Adult Social Care staff - learning and development queries contact Paul Birch, PABirch@somerset.gov.uk

Since registering with SCILS I keep getting emails from them. How can I get myself removed from their email list?

Like many organisations now, email updates are increasingly used to share information and/or news. However, if you do not wish to receive these automatic emails just log on to the SCILS website and click on "Email address removal" and follow the instructions.

Are there any other e-learning resources? – See further guidance

Social Care Institute for Excellence are developing [e-learning modules](#):

Open University(Open Learning) provide some substantial and free modules:

- a) [General Information](#)
- b) [Health and Lifestyle](#) (please note includes social care and/or social work)
- c) [Study skills](#)

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