Compliance Course Libraries

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Contents

Compliance Training at Your Fingertips

As compliance e-learning specialists, we understand how complex and daunting compliance training can be. Your company faces compliance risks on many fronts, and you need to address these risks promptly to protect your company, your staff, and your reputation. Skillcast helps you respond to these needs efficiently and cost-effectively with our carefully curated set of off-the-shelf courses.

The Skillcast course libraries provide comprehensive coverage of all the key compliance issues that you will need to address. Our content and course design is developed and updated by expert trainers and learning thought leaders. What's more, the courses can be tailored easily to make each learning experience more relevant and memorable for your staff. Our consultants have a wealth of experience in customising the courses and can advise you about your options and any concerns.

Is a Skillcast Library Subscription Right For Me?

Our mission is to help companies to meet staff compliance obligations and promote a culture of integrity and ethics in the workplace. Some of the reasons to select Skillcast Course Libraries are:

- Widest range of off-the-shelf corporate compliance courses in the UK
- New modules added based on client needs
- Regular course content and design updates
- Ease of customisation to make the courses even more relevant to your staff

- A Learning Management System (LMS) specifically designed for compliance training (optional extra)
- Dedicated Customer Success Managers to administer your LMS and help in every aspect of programme delivery

- Engaging exercises and robust assessments
- Gamification and other innovative ideas to overcome 'learner fatigue'
- Consistent design framework to ensure that all courses are:
  - Responsive - working perfectly across all devices, from desktop to mobile
  - Accessible - Level AA Conformance to Web Content Accessibility Guidelines 2.0
 - Compliant with your corporate design guidelines

Essentials

Skillcast Essentials is the UK's best-selling global compliance e-learning library. It comprises more than 35 in-depth courses on key compliance topics, a dozen refresher modules that provide a shorter alternative for some of the most popular in-depth courses, and around 20 bitesize express modules for point-of-need reminders on essential details. As a bonus, it also includes access to our extensive Health and Safety Hazards modules.

From key corporate compliance topics, such as Anti-Bribery and Data Protection to employee conduct and health and safety, all the courses in the Essentials library are ready to roll out 'as-is' or after customising to your business profile. They feature real-life scenarios to prepare your employees for fulfilling their compliance responsibilities and acting with integrity in the workplace.
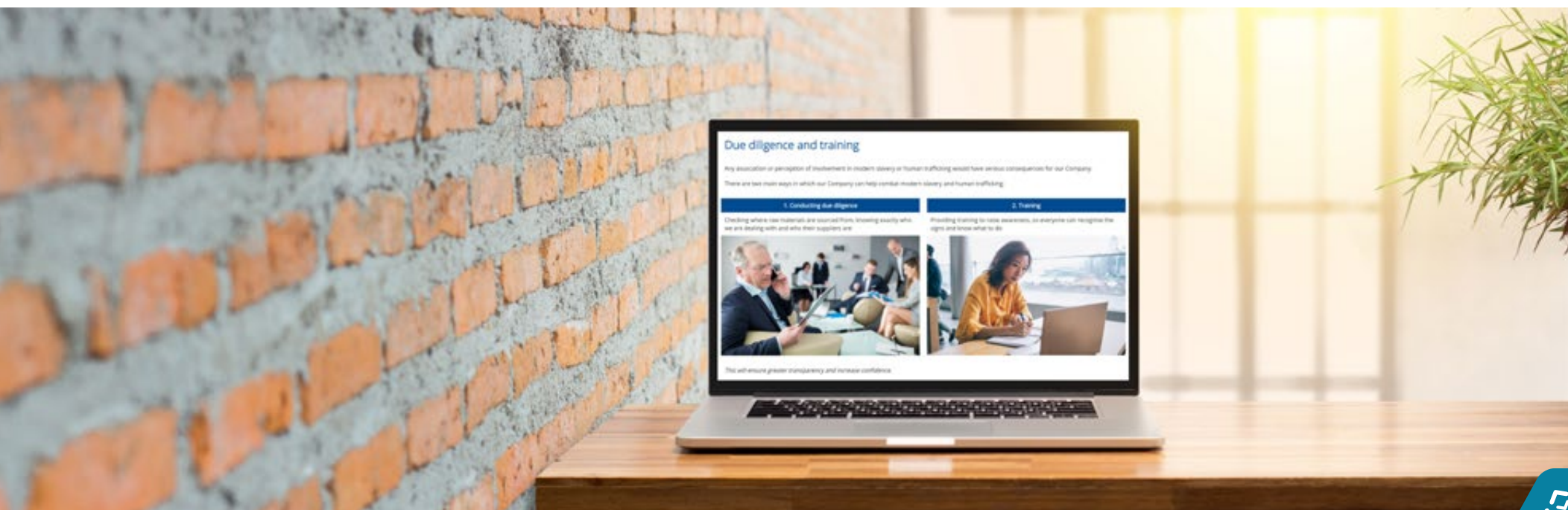
Our courses are continually updated throughout the year to ensure that you get the very latest and most relevant course whenever you are ready to roll out a new training initiative.

Course title	Duration (minutes)	Latest review
Anti-Bribery Training	55	Mar 22
Anti-Money Laundering and Counter Terrorist Financing (AML/CTF) (GLOBAL)	60	Feb 22
Anti-Money Laundering and Counter Terrorist Financing (AML/CTF) (UK)	45	Mar 22
Bribery Prevention	45	Jan 22
Business Ethics and Integrity	45	Sep 22
Code of Conduct	45	Aug 22
Competition Law	45	Jul 22
DAC6	35	Jun 22
Data Protection	45	Jan 22

Course title	Duration (minutes)	Latest review
Healthy Working	45	Jan 21
Identity Crime	20	May 22
Information Security	45	Jan 22
Intellectual Property Rights	45	Aug 22
Managing Safely	55	Feb 21
Mental Health at Work	15	May 22
Mental Health at Work for Managers	20	May 22
Modern Slavery	30	Jul 22
PCI Data Security Standard	60	Aug 21

Course title	Duration (minutes)	Latest review
Electronic Communications	25	Sep 22
Embargoes and Sanctions	45	Apr 22
Environmental Awareness	25	May 22
Environmental Social and Governance (ESG)	45	Jun 22
Equality and Diversity in the Workplace	20	Jul 22
Equality and Diversity for Managers	25	Jul 22
Financial Crime Prevention	40	Jul 21
Financial Integrity	30	Aug 22
Financial Sanctions	45	Apr 22
Fraud Prevention	60	Mar 22
Fraud Prevention for Managers	60	Mar 22

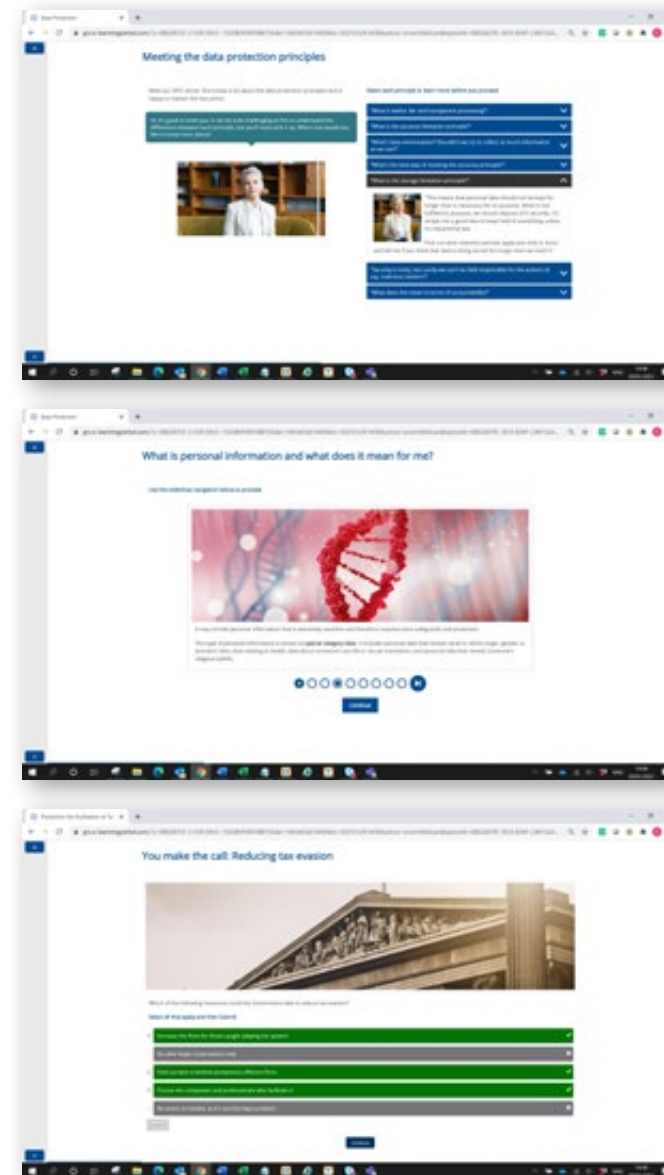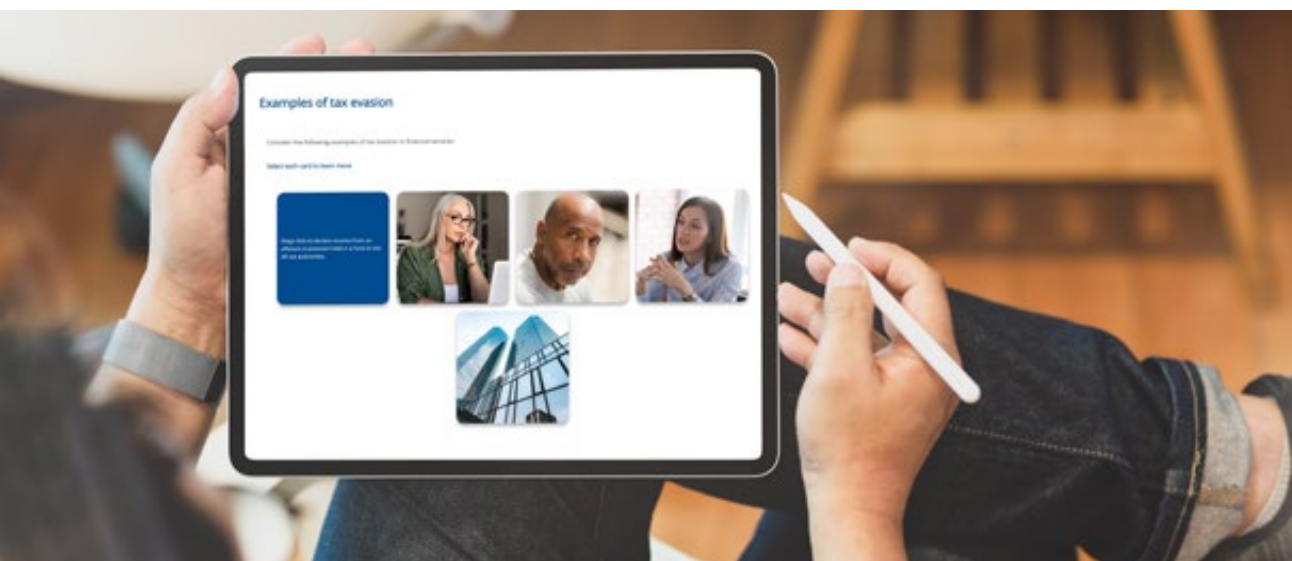| Course title	Duration (minutes)	Latest review
Preventing the Facilitation of Tax Evasion	30	Jul 22
Records Management	20	Jun 22
Responsible Use of Social Media	30	Sep 22
Safeguarding the Vulnerable	45	Jul 22
Sexual Harassment	30	May 21
UK Market Abuse Regulation (UK MAR)	60	Feb 22
Unconscious Bias	20	Jul 22
Unconscious Bias for Managers	25	Jun 22
Whistleblowing	15	Mar 22
Working Safely	45	Feb 21

Essentials - Refreshers

With the Essentials library, annual compliance training on topics such as AML, Bribery and Data Protection won't feel like a burden for your employees. This library includes short Refresher modules that provide a perfect way for your staff to refresh and top up their knowledge if they've taken the in-depth training in previous years.

The Refreshers feature the scrolling navigation seen on most social media sites and give your employees an experience that is markedly different from the in-depth modules. Although they are concise, the Refreshers provide the same coverage as our in-depth courses and include rigorous testing to ensure that your employees' compliance knowledge meets the required standard.

Course title	Duration (minutes)	Latest review
Anti-Money Laundering - FS Version	15	Mar 22
Anti-Money Laundering - Non-FS Version	15	Mar 22
Bribery Prevention	15	Mar 22
Data Protection	15	Apr 22
Economic Sanctions	15	Apr 22
Equality and Diversity in the Workplace	15	New: Aug 22
Fraud Prevention	15	Mar 22
Healthy Working	20	Jul 21

Course title	Duration (minutes)	Latest review
Information Security	20	Jul 21
Modern Slavery	10	Aug 22
Preventing the Facilitation of Tax Evasion - FS Version	15	Mar 22
Preventing the Facilitation of Tax Evasion - Non-FS Version	15	Mar 22
UK Market Abuse Regulation (UK MAR)	30	New: Jun 22
Whistleblowing	15	Mar 22
Working Safely	15	Jul 21

Essentials - Express

Our Essentials library also contains a range of short Express modules. These targeted microlearning courses are ideal for addressing niche compliance issues, such as Email Phishing or Gifts and Hospitality. They can be great as a recap, as point-of-need learning or for staff to access on-the-go on their mobile devices.

Course title	Duration (minutes)	Latest review
Abuse of Dominant Position	10	Jul 22
Abuse of Position	10	Aug 22
Anti-Competitive Agreements	10	Jul 22
Corrupt Hiring Practices	10	Mar 22
Counter Terrorist Financing	15	Mar 21
Customer Due Diligence	10	Mar 21
Cybersecurity	15	Apr 22
DSE (Display Screen Equipment)	15	Apr 21
Gifts and Hospitality	15	Mar 22

Course title	Duration (minutes)	Latest review
Managing Homeworkers	15	Nov 21
Money Laundering and Terrorist Financing Risks of Virtual Assets	20	New: Dec 21
PDMR Dealing	10	Apr 22
Phishing	15	Jun 22
Preventing Radicalisation	15	Jun 22
Privacy and Electronic Communications	15	Apr 21
Right to Work in the UK	20	Jul 22
Suspicious Activity Reporting	10	Apr 22
Third-Party Due Diligence	15	Mar 21

Course title	Duration (minutes)	Latest review
Hybrid Working	20	Jun 22
IR35	15	Nov 21
Legitimate Interest Assessments (LIAs)	10	New: Sep 22

Course title	Duration (minutes)	Latest review
Tipping Off	10	Mar 21
To Pay or Not to Pay?	10	Mar 21
Working From Home	15	New: Jul 20
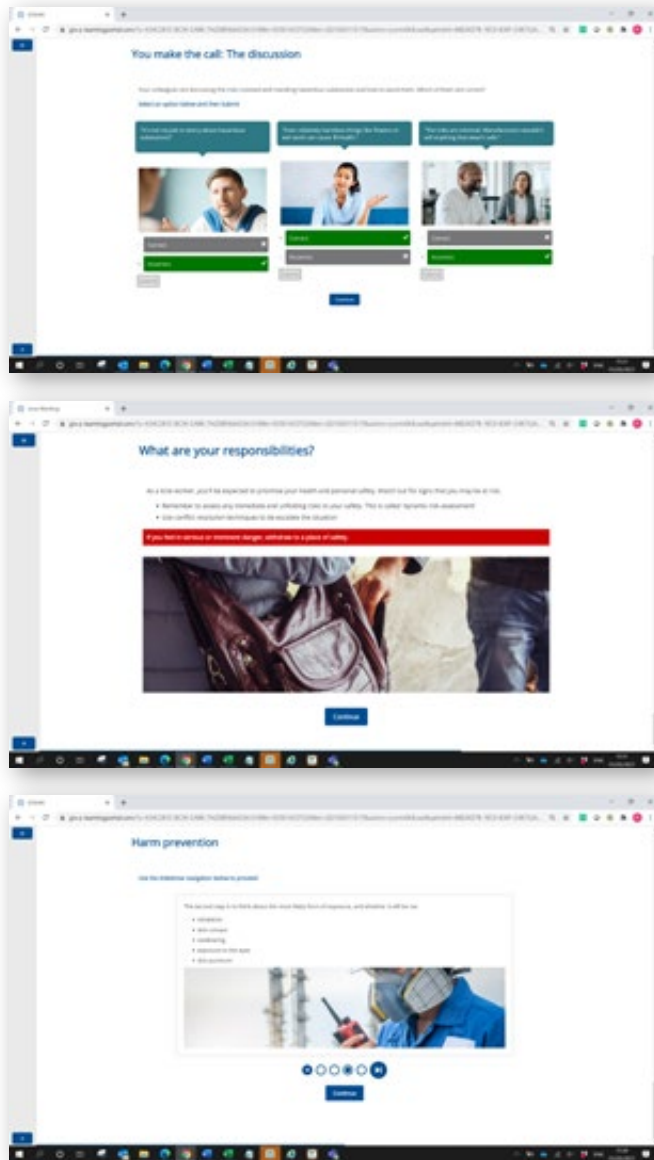
Health and Safety Hazards

A healthy and safe workforce are the bedrock of any successful business. Our Essentials library includes three in-depth courses for staff and managers to cover the key elements of health and safety.

And as a bonus with the Essentials library, we include a set of Express-style modules on the most common health and safety hazards. These modules focus on specific aspects of safe and healthy working that may be particularly important for specific learner groups working in your offices, from home or remotely.

Course title	Duration (minutes)	Latest review
Asbestos	10	Mar 21
COSHH	10	Feb 21
Driving at Work	10	Feb 21
DSE (Display Screen Equipment)	10	Feb 21
Electricity	10	Feb 21
Fire	10	Mar 21
General Office Hygiene	20	Apr 22
Ladder and Stepladder Use	10	Mar 21
Legionella	10	Mar 21

Course title	Duration (minutes)	Latest review
Lone Working	15	New: Mar 21
Manual Handling	10	Mar 21
Noise	10	Mar 21
Slips and Trips	10	Mar 21
Violence and Aggression	10	Mar 21
Work Equipment	10	Mar 21
Work-Related Stress	10	Mar 21
Working at Height	10	Mar 21

FCA Compliance

Skillcast is the leading supplier of compliance e-learning to firms regulated by the Financial Conduct Authority (FCA). Our FCA Compliance library comprises more than 60 courses covering high-level standards, business standards for all sectors, and thematic topics such as Conduct Risk and Fair Treatment of Vulnerable Customers. And to compliment this, we offer a wide range of SM&CR courses as part of the same subscription.

Financial services firms face an especially complex regulatory regime and can be sanctioned for rule breaches, as well as poor practice. Senior managers and certified persons at financial firms are personally accountable for their area of responsibility. To help protect firms and individuals, we ensure that the content in these courses closely follows the FCA Handbook and is reviewed regularly by experts with considerable training experience. The courses feature practice exercises, thorough assessments and affirmations to ensure that your staff are aware of and competent in applying the relevant rules.

Course title	Duration (minutes)	Latest review
AIFM Regulations	25	Jun 22
Appropriate Use of Communication Channels	10	New: Jul 22
BCOBS - Distance Communications	15	Apr 22
BCOBS - General Standards	25	Apr 22
Benchmarks Regulation	45	Nov 21
Breathing Space Regulations	25	Mar 21
CASS - Client Money and Client Assets	35	Jun 21
CeMAP Competency Refresher	65	Nov 21
COBS - Appropriateness	20	Jul 22
COBS - Client Categorisation	20	Dec 21
COBS - Client Communications	20	Jul 22

Course title	Duration (minutes)	Latest review
Introduction to UK Financial Regulation	45	Jul 21
Markets in Financial Instruments Directive II (MiFID II)	40	Oct 21
MCOB - Advising and Selling	45	Jan 22
MCOB - APRC, Shortfalls and Charges	30	Jan 22
MCOB - Disclosures	30	Mar 22
MCOB - Equity Release	40	Mar 22
MCOB - Financial Promotions	30	Apr 22
MCOB - General Standards	40	Mar 22
Mortgage Credit Directive	30	Apr 22
Mortgage Market Review	75	Apr 22
Operational Resilience	55	New: Apr 22

Course title	Duration (minutes)	Latest review
COBS - Dealing and Managing	20	Dec 21
COBS - Suitability	20	Jul 22
Complaints Handling	40	Jun 21
Complaints Handling for Managers	35	Jul 21
CONC - Consumer Credit Regulations	40	May 22
Conduct Risk	60	Sep 21
Conduct Risk and Treating Customers Fairly	75	Sep 21
Conflicts of Interest in Asset Management	30	Jul 21
Consumer Duty	30	New: Jul 22
Ethical Standards in Finance and Investment	40	Apr 22

Course title	Duration (minutes)	Latest review
Packaged Retail and Insurance-based Investment Products (PRIIPs) Regulation	30	Jan 22
Payment Services Regulations	25	Apr 22
Personal Conflicts of Interest	25	Jul 21
PRA SS2/21 – Outsourcing and Third Party Risk Management	60	New: Aug 22
Principles for Businesses	20	Sep 21
Prudential Regulation	45	Jun 22
Responsible Lending and Affordability	60	Apr 22
Retail Distribution Review	30	Apr 22
SEC Rule 15a-6	20	Apr 22
Senior Management Arrangements Systems and Controls	25	Jun 21

Course title	Duration (minutes)	Latest review
Fair Treatment of Vulnerable Customers	30	Jun 22
Financial Crime Prevention	25	Apr 22
FX Global Code	60	New: Oct 21
ICOBS - Cancellation and Claims	15	Oct 21
ICOBS - Distance Communications	15	Oct 21
ICOBS - General Matters	15	Oct 21
ICOBS - Providing Information and Advising	20	Nov 21
Information Barriers	45	Nov 21

Course title	Duration (minutes)	Latest review
Swap Execution Facilities (SEFs) and Designated Contract Markets (DCMs)	25	Apr 22
Training and Competence	30	Feb 22
Treating Customers Fairly	40	Jun 21
UCITS	30	Jan 22
Whistleblowing for Managers (FS)	35	Apr 22
Whistleblowing in Financial Services	15	Apr 22

Insurance Compliance

For our clients in the insurance sector, we offer a tailored version of the FCA Compliance library with more than 30 courses. As with the FCA Compliance library, these courses protect firms and individual employees through coverage of the FCA Handbook and practical exercises, rigorous assessments and affirmations.

| Course title	Duration (minutes)	Latest review
An Introduction to Solvency II	30	Jul 22
Appointed Representatives Regulatory Responsibilities	20	Jul 21
CASS - Client Money and Client Assets	45	Jun 21
Claims Handling - General Insurance	35	Jul 22
Complaints Handling	45	Feb 22
CONC - Consumer Credit Regulations	40	May 22
Conduct Risk	95	Sep 21
Conflicts of Interest in Insurance	35	Jul 21
Contract Certainty	30	Sep 21
Ethical Standards in Insurance and Investment	45	Apr 22

| Course title	Duration (minutes)	Latest review
Information Barriers in Insurance	45	Nov 21
Insurance Act 2015	30	Apr 22
Insurance Distribution Directive (IDD)	45	Dec 21
Introduction to UK Financial Regulation	45	Apr 20
Managing Compliantly in General Insurance	45	Apr 22
Packaged Retail and Insurance-based Investment Products (PRIIPs) Regulation	35	Jan 21
Principles for Businesses	20	Sep 21
Prudential Regulation	35	Jun 22
Senior Management Arrangements Systems and Controls	30	Jun 21
SM&CR Insurance - Conduct Rules for Certified Persons	30	Feb 20

Course title	Duration (minutes)	Latest review
Fair Treatment of Vulnerable Customers	30	Jun 22
Financial Crime Prevention (Commercial Insurance)	35	Apr 22
General Insurance Pricing Practices	25	New: Oct 21
ICOBS - Cancellation and Claims	20	Aug 20
ICOBS - Distance Communications	20	Aug 20
ICOBS - General Matters	20	Aug 20
ICOBS - Providing Information and Advising	25	Nov 21

Course title	Duration (minutes)	Latest review
SM&CR Insurance - Conduct Rules for non-Certified Persons	20	Feb 20
SM&CR Insurance - Conduct Rules for Senior Managers	35	Feb 20
SM&CR Insurance - Overview of SM&CR	40	Feb 20
Training and Competence	30	Feb 22
Treating Customers Fairly	45	Jun 21
Whistleblowing in Financial Services	20	Apr 22
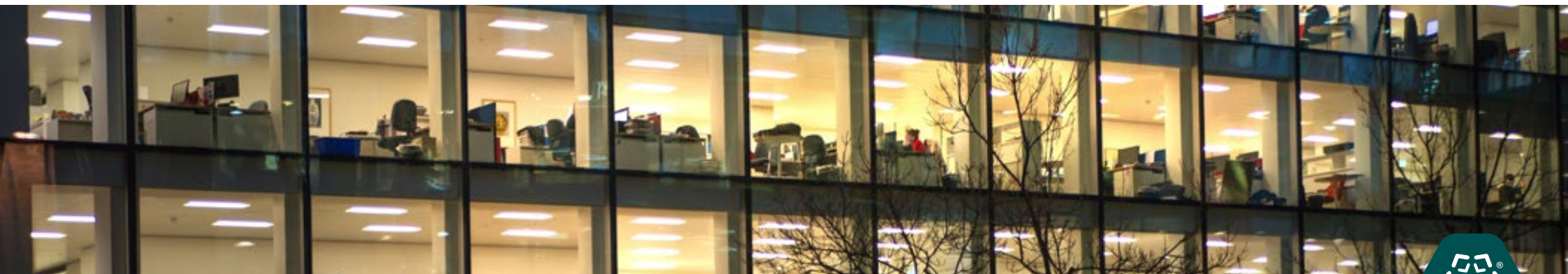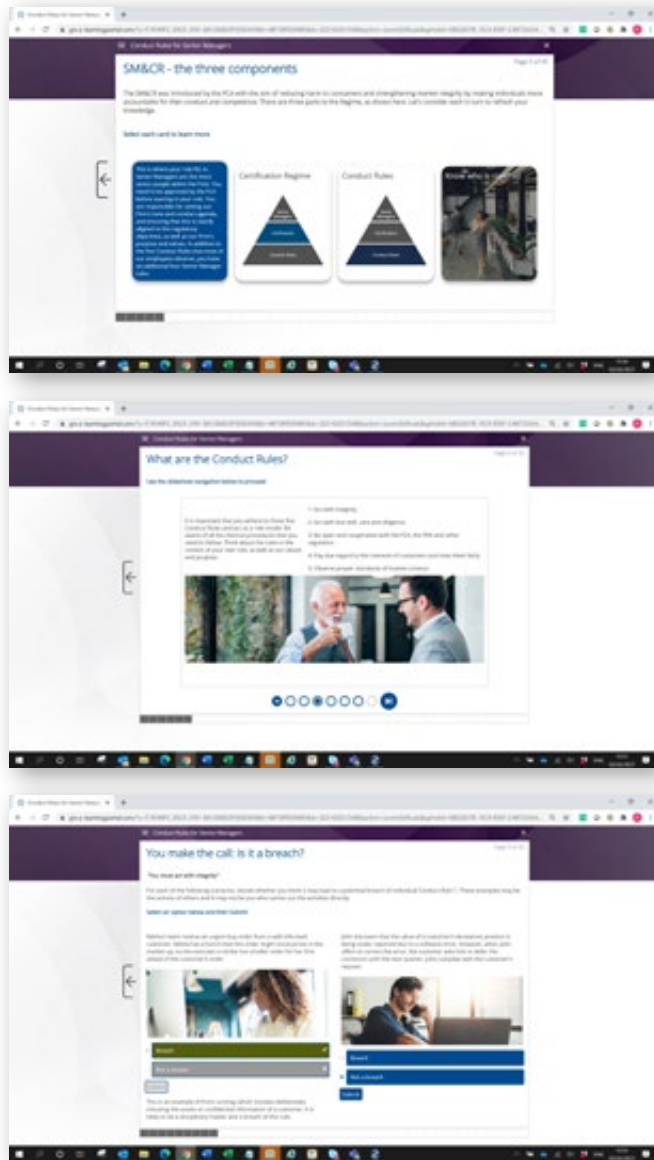
SM&CR

The Senior Managers and Certification Regime (SM&CR) is a key regulation that has been applied to all banking, insurance, and other financial services firms since December 2019. We've partnered with leading experts to develop a suite of e-learning courses tailored to suit clients across a range of industries – and covering both the Conduct Rules and Senior Management responsibilities. These courses are all available as part of our FCA library subscription.

In addition to our e-learning courses, we offer a complete compliance management toolkit - SMCR 360. This helps our clients to centralise, integrate and digitise their SM&CR processes, including fit and proper assessment, annual certification, assignment of senior management functions and responsibilities, and more.

Course title	Duration (minutes)	Latest review
Fit and Proper Assessments	20	New: Jan 22
Introduction to the Senior Managers and Certification Regime (SM&CR)	10	May 22
SM&CR Conduct Rules for Non-Executive Directors (NEDs)	25	New: Apr 21
SM&CR - Non-Financial Misconduct	15	New: Aug 21
Solo Core - Conduct Rules for Certified Persons	25	May 22
Solo Core - Conduct Rules for Certified Persons (Asset Managers)	30	Feb 21
Solo Core - Conduct Rules for Conduct Rule Employees	25	Jun 22

Course title	Duration (minutes)	Latest review
Solo Enhanced - Conduct Rules for Senior Managers	30	Feb 21
Solo Enhanced - Overview of SM&CR	30	May 22
Solo Limited Scope - Conduct Rules for non-Certified Persons	30	Feb 21
Solo Limited Scope - Conduct Rules for Certified Persons	30	Feb 21
Solo Limited Scope - Conduct Rules for Senior Managers	30	Feb 21
Solo Limited Scope - Overview of SM&CR	30	Feb 21
SM&CR Banking - Conduct Rules for non-Certified Persons	30	Feb 21

Course title	Duration (minutes)	Latest review
Solo Core - Conduct Rules for Senior Managers	25	Jun 22
Solo Core - Overview of SM&CR	30	Feb 22
Solo Enhanced - Conduct Rules for non-Certified Persons	30	Feb 21
Solo Enhanced - Conduct Rules for Certified Persons	30	Feb 21

Course title	Duration (minutes)	Latest review
SM&CR Banking - Conduct Rules for Certified Persons	30	Feb 21
SM&CR Banking - Conduct Rules for Senior Managers	30	Feb 21
SM&CR Banking - Overview of SM&CR	30	Feb 21

Risk

Effective risk management relies on your staff appreciating the fundamental practices and procedures of risk management across your business. Our Risk library covers the fundamentals of risk management and specific key risk areas, such as Physical Security and Business Continuity Management.

This library is your total solution for enabling managers and supervisors to apply risk management across the organisation. Many of our clients choose to tailor these courses with real-life scenarios and assessment questions to put risks in the context of their own business, and signpost best practice and internal policies.

Course title	Duration (minutes)	Latest review
Business Continuity Management	35	Oct 21
Business Travel Security	45	Oct 21
Fundamentals of Risk Management 1 - What is Risk?	30	Oct 21
Fundamentals of Risk Management 2 – Purpose of Risk Management	40	Oct 21
Fundamentals of Risk Management 3 – Identification of Risk?	40	Oct 21

Course title	Duration (minutes)	Latest review
Fundamentals of Risk Management 4 - Assessment of Risk	40	Oct 21
Fundamentals of Risk Management 5 - Management of Risk	45	Oct 21
Managing Credit Risk	20	Oct 21
Managing Physical Security Risk	30	Oct 21
Operational Risk	45	Oct 21

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"Staff awareness and training are your company's first step on its compliance transformation journey. Skillcast helps you take that step comprehensively and effectively with our compliance course libraries."