

## PROGRAM OVERVIEW

# Learning Materials License

Get the right training to the right people at the right time with training materials ready for immediate deployment



**Reduced training and development costs**

Developing courseware in-house can be costly for organizations and can tie-up important resources creating training materials needed to deliver effective training as and when needed.



**Access to training with no limit on number of students**

The Learning Materials License for instructor-led courseware provides organizations with all the material needed to deliver one of the wide range of courses offered by OpenText Learning Services. Licensing expertly developed, ready-to-deploy OpenText courseware is a cost- and resource-saving alternative and will provide a better return compared to developing in-house material from the ground up to train an internal community of OpenText software users. Options include the Right to Copy or the Right to Modify.



**Better user adoption**

The OpenText Learning Services team designed the Learning Materials License for organizations that want to internalize the entire training function. This investment meets all training needs, including:



**Improved user performance and productivity**

- Expertly curated content that addresses the skills needed to be successful in the role the users perform with the software
- Leveraging your internal expertise with support from OpenText Learning Services experts
- Integrating into Internal University, Centers of Excellence (COE) or Internal Competency Centers
- Developing OpenText solution skills throughout entire user communities
- Creating tailored and relevant training for end-users that need to receive consistent, high-quality OpenText solution training to support job functions
- Preparing your business user community for OpenText certification to quantify the skills and validate capabilities in your organization

## The importance of User Adoption

Experienced IT and business managers know: User adoption is the most critical success factor for gaining value from an investment in new application technology. When an organization deploys significant resources to implement a new solution, rapid acceptance can only be secured if and when end users are willing and able to work with the new tools. The success of the application is measured by the number of employees effectively using the system.

For more information  
Adoption Strategy Development  
Email: [training@opentext.com](mailto:training@opentext.com)

By licensing materials, the flexibility is there to decide how to deploy and make use of the content; either through instructor-led or self-paced courses. The Learning Materials License Program provides the most current standard OpenText Learning Services material to deliver to your employees. Material can be delivered in either a Right to Copy or Right to Modify format.

## Material provided

The OpenText Learning Materials License gives you the same content that is delivered by OpenText learning Experts in our public classroom. The program gives you the right to use the expert developed materials for “unlimited use” within your organization. You can choose to deliver the content as is and purchase a right to copy and distribute or you may want to modify the content. We know our software, you know your business; with right to modify you may enhance the learning with your specific data, use cases and business processes that will make the learning personalized to your end user audience.

## Driving value

A Learning Materials License Program ensures the delivery of the highest quality training to users. Best-in-class training promotes faster user adoption, increases motivation, and reduces internal support costs. More specifically, the benefits of purchasing a Learning Materials License Program for instructor-led courseware includes:

- Improved ROI over building training internally from the ground up
- Access to training with no limit on number of students
- Reduced helpdesk usage
- Reduced recurring training and development costs
- Improved deployment
- Better user adoption
- Improved user performance and productivity
- Decreased travel and costs associated with public classroom training
- Reduced reliance on training vendor support
- Prepares users for industry recognized OpenText certification

## Additional Education Services

With a Learning Materials License, OpenText Learning Services can partner to support organizations internal training programs.

## Recommended supporting learning services

We recommend that you consider these additional services to ensure the success of your training delivery working with an OpenText Learning Services deep subject matter expert

- **Learning Services Train the Trainer**

Learning Services Experts will deliver Train the Trainer mentoring and coaching for your designated instructors. This includes a review of course materials, attendance in an expert facilitated delivery, support for delivery preparation including best practices training, coaching on classroom management, delivery timing, certification achievement and a formal co-delivery. Ensuring your subject matter expert is certified and prepared will accelerate time to value and ensure a high-quality experience for your broader audience. The instructors should be certified at minimum to the level of content they will be responsible for delivering. This provides assurance of qualified internal experts to support the adoption and successful enablement of their broader user audience.

## A green training alternative

A Learning Materials License can help contribute to corporate environmental programs, enabling a reduction in carbon footprints. By providing electronic copies of material, organizations can print only what is needed when needed saving on paper waste.

## Related information

[www.opentext.com/training](http://www.opentext.com/training)

[www.opentext.com/certification](http://www.opentext.com/certification)

[OpenText Course Catalog](#)

### • Deployment Services

This optional service provides a Learning Services Expert to deploy and configure courseware, resulting in a repeatable and sustainable training solution. Whether organizations prefer to deliver courses in an instructor-led format (in person or remotely), provide a self-service environment for independent training or a blended solution, the Expert assists with developing a deployment strategy tailored for the audience, executing that plan for ongoing flexible access and use.

### Customization

The licensed material can be customized by purchasing additional customization services. OpenText Learning Services Experts work closely with organizations to ensure that learning materials are relevant to user job functions, business processes, and environment eliminating the triple learning curve and making the learning personalized and relevant to your audience.

#### Learning Services expert audit

The audit service allows organizations to engage a Learning Services Expert to audit the first delivery of customized classroom courses. The auditor will provide feedback and mentoring to help fine tune the content and delivery of training courses.

#### Technical review of material

If organizations have in-house expertise and choose to do customization internally, the completed customized course material can be submitted for a technical review. Learning Services recommends this approach to ensure the content has not been inaccurately impacted or proven practices altered during the internal customization process.

#### Training delivery

A Learning Services Expert can be engaged to deliver training on customer site using the licensed content at a standard learning consulting rate.

#### Course updates

Once an investment is made in the Learning Materials License Program organizations have the option to purchase updates to licensed course materials at a highly reduced rate when new training material becomes commercially available.

For more information contact OpenText Learning Services – [www.opentext.com/training](http://www.opentext.com/training)

### About OpenText

OpenText, The Information Company, enables organizations to gain insight through market leading information management solutions, on-premises or in the cloud. For more information about OpenText (NASDAQ: OTEX, TSX: OTEX) visit: [opentext.com](http://opentext.com).

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