



e4 Academy is proud to offer its clients training options, through the best eLearning technology available. For convenience, all training content is available on our dedicated e4 Academy website, on a per solution basis.

What do we offer?

Basic training:

- **PDF quick guides**
- **Videos:** Short 2-5 minute videos covering the core functionality of our solutions, which are broken up into logical bite-size chunks per solution.
- **Interactive videos:** 24/7 interactive real-time guides are available on all online e4 products, ensuring bank/product compliance at all times. It's as simple as clicking on "Help Me", choosing the applicable guide and following the onscreen assistance while capturing your live matters.

UNLIMITED ACCESS

Unlimited access to all training content

TIME SAVINGS

Removing travelling and lodging time

EASE

Training anytime from the comfort of your office

Advanced training:

- **Webinar training & online assessments:** Book to attend one of our 'live' online webinars for more advanced training by a specialist, without having to leave the comfort of your office. Our webinar technology offers a host of features such as full recording (for play back later), the ability to monitor concentration levels and the ability to "raise a hand" to ask the trainer a question. With online assessments also available, the results can guide user competence.
- **Quarterly (or as required) training information sessions:** Quarterly training information sessions are held in each major centre countrywide, as and when required. A trainer will be available to cover a range of the most current training courses and to hold Q&A sessions, over the course of a morning or afternoon.
- **Recorded webinar sessions:** Online webinar sessions are recorded for ease of access. You can revisit a webinar session anytime, to help serve as a refresher.



Benefits:

- **Webinars:** Dynamic sessions that are easily adaptable to meet client requirements
- **Unlimited access:** Unlimited access to all training content by unlimited users at anytime
- **Time savings:** All training can be done online, removing traveling (and lodging) time
- **Focused:** Clients can choose the portions of the content they want to access, saving time
- **Cost:** Due to unlimited users, it's far more cost effective than formal out-of-office training
- **Ease:** Training at any time, from the comfort of your office via online webinars and videos
- **Nationwide:** Clients can access content from anywhere, including unlimited webinars
- **Content:** e4 has a dedicated team to continually grow and improve all training content

Helpful information:

Registration: There is a once-off registration (on a per user basis), to attend our webinars via the webinar portal.

Pricing: Instead of charging per course, we have updated our pricing by linking the e4 Academy fees to the amount of content that clients are likely to use. Unlimited users can gain access to the content at any time. The fairest pricing model for unlimited access by unlimited users, is to charge a transparent monthly "e4 Academy training surcharge", being 4,5% of the monthly e4 fees for all relevant e4 solutions used by a client, but with a maximum monthly cap of R750 (for attorneys on a per branch basis). This means that smaller clients using fewer solutions pay less and larger clients with more staff accessing content, will pay more, but with a maximum cap.

On-site training: quarterly training information sessions (on a rotational and demand basis) are held in Johannesburg, Pretoria, Cape Town, Bloemfontein, Port Elizabeth, East London and Durban and will be included in the monthly training surcharge. However, any other training requested by clients (such as on-site training) will be charged on an hourly rate basis, plus expenses.

Attendance certificates: on an annual basis, we will provide each client with an attendance report for all webinar training attended by their staff, which may be required for statutory reporting purposes.

e4 Academy SETA accreditation: we are working hard to secure accreditation for e4 Academy, to enable clients to claim certain training fees back, through their regulatory SETA.

Want more information?

Contact us at: www.e4.co.za | 0860 877 877 | info@e4.co.za

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