



ESI Online Training Center Toolkit for HR

ESI is not just an EAP, we are also a training resource, offering thousands of 24/7 on-demand training courses ranging from compliance training to core skills that your organization needs to remain competitive. We offer comprehensive training tools at no extra cost to support your employee development program through the award-winning online training vendor, BizLibrary, as well as many other training options.

We've developed this HR Toolkit to help your team administer your Employee Development Program through ESI's Training Center. These tools are located in the online Supervisor Center. Click the button below to learn more.

[Video: Online Training Center HR Overview](#)



Key Online Training Center Tools for HR Managers



[Learn how to build training playlists](#)
(Short demo video).



Discover how to [export your training playlists](#)
(Short demo video).



Learn how to [assign trainings](#) to your employees (Short demo video).



Use the [Training Center Access & Assignment form](#) with your employees (Handout).



Tap into BizLibrary's suggested [curated learning paths](#) - or create your own.



Promote training to your employees with the [introductory flyer](#) and an [introductory video](#).



See how you or your employees can [get course Certificates of Completion](#). (Short demo video).



Check with your Account Executive for **monthly Training Reports**.



Pair training with [one-to-one Coaching Programs](#).



Check out our [Training Center Options](#) flyer.

Also, the video trainings available through BizLibrary are just one of the many training options we offer to you and your employees.

We also offer:

- ✓ [Monthly themed webinars](#) and [learning centers](#).
- ✓ Periodic live counselor-led webinars on selected topics.
- ✓ Personal development coaching, videos, and trainings.
- ✓ Weekly mental health & wellbeing webinars through Talkspace Go.
- ✓ Optional onsite training.

Your dedicated Account Executive is always here to help with any questions about using the ESI Online Training Center and making the most of its resources.

 **800-535-4841**



**HealthCare
EAP** A division of ESI



Scan to explore your EAP benefits!