



Contact: Dave Buckley, Regional Account Executive  
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## Can you describe SkillSoft and their products?

### Company Information:

SkillSoft (Nasdaq: SKIL) is a leading provider of e-learning and performance support solutions for global enterprises, government, education and small to medium-sized businesses. SkillSoft enables business organizations to maximize business performance through a combination of comprehensive e-learning content, online information resources, flexible learning technologies and support services.

SkillSoft was incorporated in Ireland on Aug. 8, 1989. On Sept. 6, 2002, SmartForce completed a merger with SkillSoft Corporation, and on Nov. 19, 2002, the combined company became known as SkillSoft PLC. On May 14, 2007 SkillSoft completed the acquisition of NETg from The Thomson Corporation.

### SkillSoft Solutions:

A major foundation of effective organizational learning development is the ready availability of high-quality learning content for the full range of enterprise needs. SkillSoft offers the largest collection of online courses and complementary resources in the industry, covering a wide variety of business, IT, desktop and compliance subject areas. SkillSoft's content is packaged in multiple levels to appeal to organizations of any size or learning budget, from all-encompassing SkillChoice solutions to custom collections defined by title.

For customers that would like to focus on either the formal or informal learning aspects of their programs, SkillSoft courseware collections and Referenceware Collections by Books24x7 are available with broad coverage of business skills, IT skills, desktop skills and much more. Courseware collections provide in-depth coverage of business and technical areas with a combination of interactive courseware, rich simulations, live mentoring, certification-focused Express Guide manuals, TestPrep exams and more.

## **What are the benefits of joining the MEEC agreement?**

MEEC has negotiated discounted price for it's' members. Purchases made outside of the MEEC agreement would not receive the same discount.

## **If I am a MEEC member, can I purchase off of this agreement?**

MEEC members in good standing can purchase off of the MEEC/SkillSoft Agreement. Questions regarding "good standing" should be directed to the MEEC office @ [meece-office@usmd.edu](mailto:meece-office@usmd.edu)



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**Where can I see catalog of courses that are offered.**

The Full Courseware description can be found at  
<http://www.skillsoft.com/catalog/default.asp>

**Is there a special “bundle” of products?**

SkillSoft has a vast catalog of solutions available; however Full Courseware is the bundle which may be purchased as a per-user option or as a Site License off the first iteration of the SkillSoft/MEEC agreement. Full Courseware includes IT, Business & Desktop Courseware, and is described in more detail at  
[http://www.skillsoft.com/products/course\\_collections/default.asp](http://www.skillsoft.com/products/course_collections/default.asp).

Additionally, SkillSoft offers eligible MEEC members the ability to procure additional products and services at a pre-negotiated MEEC discount.

**Are there a minimum number of licenses that must be purchased?**

Yes. The minimum purchase for per user licensees is 200. To obtain a Site License, the minimum quantity is 1000, and is based on Full Time Equivalency (FTE) as defined by MEEC. MEEC members who do not reach the minimum should contact the MEEC office for options at [meeec-office@usmd.edu](mailto:meeec-office@usmd.edu).

**Can I purchase the use of an individual course or must I purchase a bundle of courses?**

The Agreement is for the Full Courseware solution; however SkillSoft offers eligible MEEC members the ability to procure additional products and services at a pre-negotiated MEEC discount. Please contact Dave Buckley at SkillSoft for more information.

**Who is MEEC’s contact person at SkillSoft?**

Dave Buckley  
Office: 781.349.8005  
Mobile: 781.888.8600  
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Email: [dave\\_buckley@skillsoft.com](mailto:dave_buckley@skillsoft.com)

**Are the courses routinely updated?**

Yes. Courses are updated quarterly and new courses are added monthly.

**What equipment do I need to take a course?**

In laymen terms, you would need a computer running a fairly recent OS and Internet access. Below is some technical detail:

**Hardware Requirements:**

- Minimum Pentium® 400 MHz CPU
- Minimum G3 machine for Macintosh®



- Minimum 128 MB RAM
- Minimum video resolution of 800 x 600 with 16-bit color
- Minimum 28.8 connection speed
- Network connection to the web server via a web browser

Operating Systems:

- 32-bit Microsoft® Windows® operating system
- SUSE® Linux - 9.0-10.1
- openSUSE® - 10.2, 10.3
- Mac OS® X™ - 10.4, 10.5

Supported Browsers:

- Microsoft® Internet Explorer® - 6.x-7.0
- Mozilla® Firefox® - 2.0-3.0.3
- Safari™ - 3.0-3.1.2

**Is there Technical Support for the end user?**

Yes. Support is available 24x7x365 by phone, e-mail, or web chat.

**Are there evaluations for each course?**

Assessments are available for use in both pre- and post-testing modes. When Assessments are used in pre-test mode, learners can use the results to tailor their initial path of instruction based on those results. Post-test Assessments can be used to help learners identify areas where review or remediation is necessary. The ability to implement testing at topic, lesson and/or course-level provides maximum flexibility across multiple organizational testing philosophies and methodologies.

SkillSoft also offers TestPrep Certification practice exams, which address over 95 of the most popular current certification exams from Microsoft, Cisco, Oracle and CompTIA. TestPrep practice exams allow learners to test their knowledge in a simulated certification-testing environment. Tests can be taken in two modes – study and certification. The un-timed study mode is designed to maximize learning by providing feedback and mapping back to appropriate SkillSoft courses for further study, while the against-the-clock certification mode is designed to mimic a certification exam.

In addition, Content and Platform evaluations will allow you to take a closer and more in depth look at SkillSoft's current product and platform offerings to determine how they will fit into an organization's overall training program. There are several types of evaluations that are available that will enable you to preview different functionality and appropriateness of content. Please contact Dave Buckley for more information.



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**Are the course pages customizable with my institutions information?**

Institutions have the ability to customize many areas within SkillPort, including the color scheme of the home page, the ability to add your organization's logo, and others. SkillSoft does offer products, such as Dialogue and SkillStudio, for those customers with more complex customization needs.

**Can I build my own course?**

As stated above, SkillSoft offers authoring tools designed for rapid content assembly with flexible delivery via virtual classrooms or on-demand learning sessions. Please contact Dave Buckley for more information.

**Are there on line references to help with my studies?**

Books24x7 has not currently been added to the MEEC contract, however we plan to and in the meantime the solution may be purchased at the MEEC discounted rates.

**How do I purchase?**

Please contact Dave Buckley at either 781.349.8005 or [dave\\_buckley@skillsoft.com](mailto:dave_buckley@skillsoft.com) to discuss purchasing options.

**Where can I see the price list?**

You can obtain a price list by contacting Dave Buckley or by emailing [mee-office@usmd.edu](mailto:mee-office@usmd.edu).

**Can faculty, staff and students purchase under this Agreement?**

Yes; any MEEC member in good standing may purchase under the SkillSoft/MEEC contract.

**Will SkillSoft offer workshops through MEEC?**

Yes; we plan to work with MEEC to organize a number of workshops in the coming months. Please check the MEEC website or contact Dave Buckley for further information.

**Other Online Resources:**

New to e-Learning? Click here:

<http://www.skillsoft.com/online/elearning/default.asp>