

**The Findcourses.co.uk   
Learning at Work Week Impact Award  
‘Innovation in Learning and Development’**

Innovation in Learning and Development helps drive growth, increase engagement, and provide opportunities where there may have been constraints for businesses and employees. By innovating, companies can change the way they provide and drive learning at work to help their business and employees to overcome challenges, adapt to change and think differently.

Learning at Work Week is a fantastic opportunity to think outside of the box and try something new in order to develop people and provide opportunities for learning in your organisation. The [Findcourses.co.uk](http://findcourses.co.uk) Impact Award for Learning at Work Week recognises **one large\*** organisation and **one SME\*\*** organisation that best demonstrate how their **Learning at Work Week** activities used innovation to find ways of developing people and providing opportunities for learning.

Judges will look for evidence of how you designed your Learning at Work Week activities or Learning at Work Week On Air, Online in May to address challenges or issues for Learning and Development and how this supports the wider business. Your innovation could be anything that you did differently to do this, including testing new approaches to learning, formats for learning, technology, the way you communicated your learning offer and engaged colleagues, working with suppliers, or new partnerships.

The award is free to enter and the deadline for submissions is **Friday 19 July 2024.** Please submit your application along with photographs if available. Non submission of photos is not a disadvantage.

\*Large organisations are defined here as having more than 250 employees  
\*\*SME organisations are defined here as having no more than 250 employees

**About you and your organisation (please note this section is for information only and will not be part of the judging criteria)**

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| **Name** |
| **Job title** |
| **Organisation** |
| **Address** |
| **Tel** |
| **Email** |
| **How many employees do you have?** |
| **How many employees participated in the event?** |

**Section 1: Focus for your innovation**

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| Which issue, challenge or opportunity did you address with your innovation? Why was a different approach needed for learning and development? (max 300 words) |

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| How did you see this new approach benefiting your organisation and its employees? (max 150 words) |

**Section 2: Learning at Work Week activities**

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| What activity or activities did you deliver for Learning at Work Week? How were they innovative? Please include details of why you thought your new approach would help to address your identified challenge, issue or opportunity. (max 300 words) |

**Section 3: Promotion of your Learning at Work Week activities**

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| How did you promote your activities to support your innovation? (max 150 words) |

**Section 4: Evaluation and outcomes**

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| How did you monitor and evaluate your activities? What were you looking for to show that your innovation had been successful or could be something to develop further? (max 300 words) |
| What were the main outcomes from your innovation, for both employees and the business? What did you learn and how will this influence your thinking and practice in the future? (max 150 words) |

**Declaration**

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| I confirm that all the information given in support of this entry is correct and I understand that information contained in this entry may be used for publicity purposes by the Campaign for Learning and Findcourses.co.uk, in accordance with the Data Protection Act and with, if required, your permission.  Signature  Date |

By entering, you give the award sponsor Findcourses.co.uk permission to contact you about products and services which may be of interest. Please tick here if you do NOT wish to receive such messages.

Please submit your entry by email to the Learning at Work Week team at [info@cflearning.org.uk](mailto:info@cflearning.org.uk)   
If you do not receive a confirmation of receipt, please email: [jwright@cflearning.org.uk](mailto:jwright@cflearning.org.uk)   
Deadline for submissions: **Friday 19 July 2024.** Incomplete or late submissions will not be considered.   
If you are successful, you will be notified by **Friday** **27 September 2024.**  
The judges’ decision is final and no correspondence or discussion will be entered into about the results.

**JUDGING CRITERIA**

To score 25/25 in the scoring system you will need to address all the following criteria within each of the four sections in addition to telling us about your Learning at Work Week and organisation.

**Section 1: Focus for your innovation (7 marks)**

* Clear explanation and rationale for your innovation (4 marks)
* Why the new approach would benefit the organisation and employees (3 marks)

**Section 2: Learning at Work Week activities (8 marks)**

* Clear explanation of your activities and how your activities were innovative (4 marks)
* How your new approach intended to help address your identified challenge, issue or opportunity (4 marks)

**Section 3: Promotion of your Learning at Work Week activities (3 marks)**

* How your promotion and communications supported your innovation including messages and channels used (3 marks)

**Section 4: Evaluation and outcomes (7 marks)**

* How you intended to measure impact and/or success from your innovation (2 marks)
* How you monitored and gathered feedback and evidence for evaluation e.g. qualitative and quantitative evidence (3 marks)
* Clear identification and evidence of outcomes for the organisation and employees (2 marks)