

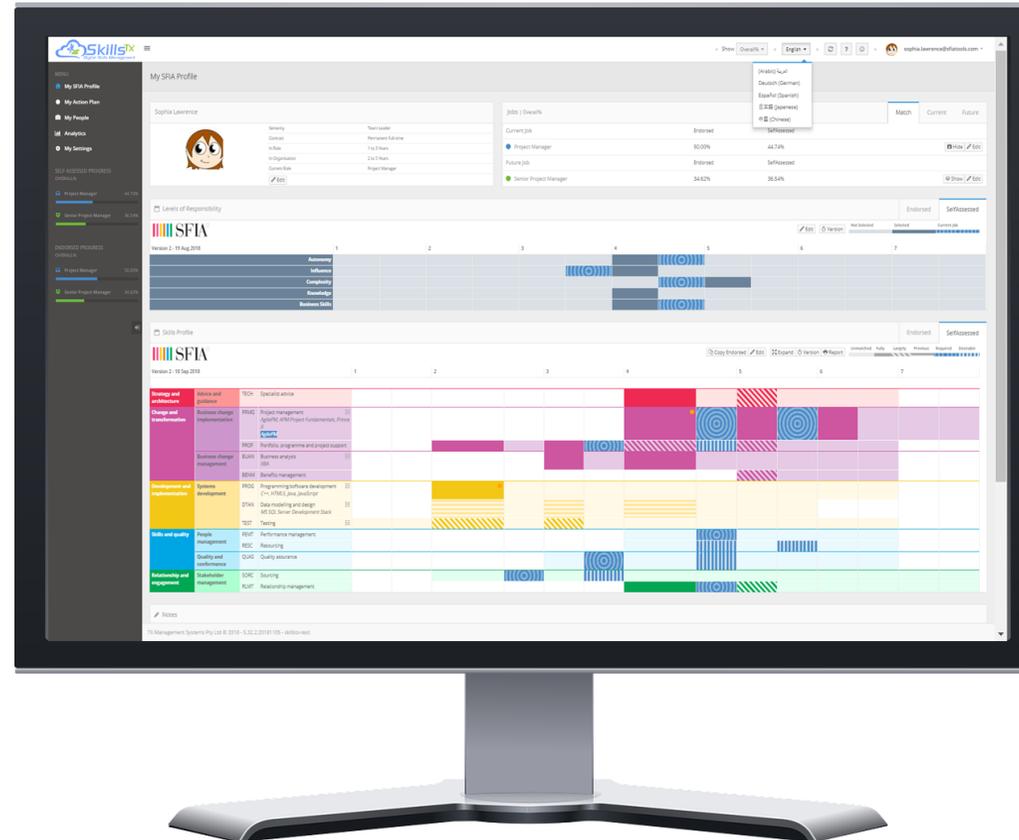


# SKILLSTX PRODUCTS AND SERVICES





*Know the skills you have and the skills you need*



- What do we do?
  - We help answer the **What skills do we have** and **What skills do we need** questions, and embed data-driven **Digital Skills Management**
  - We do this through a mix of **SaaS**, **Supporting Services** and **Professional Services**
- Why is it important to you?
  - People, their skills and experience, have become a critical aspect for the operations of companies with a dependency on Information & Communications Technology.
  - Most companies don't know the current skills of their Digital, Cybersecurity and ICT Workforce, or what they need short, medium or long term
  - Without this, there is significant risk of **visible business disruption, cybersecurity breach, digital transformation and project failure, compromised ability to deliver products and services to customers at agreed levels, poor employee engagement, recruitment and retention, ineffective training and development**

# SkillsTx – WORLD #1 SFIA TOOL AND WORLD #1 SFIA PROFESSIONAL SERVICES



- SkillsTx is a collaboration between one of the foremost experts in SFIA world-wide (BSMimpact) and the leaders in online assessments (Tx Management Systems).
- Representation on the SFIA Council, SFIA Global Design Authority & Project Board for SFIA updates
- Most experienced team of SFIA Accredited Consultants worldwide
- Deliver more SFIA Accredited training worldwide than any other SFIA Partner
- Established in 1998
- Operating companies based in UK, Australia, and USA
- Professional Services resources in all geographies



## Professional Services

Unrivalled expertise and experience from our international team of SFIA Accredited Consultants and Trainers



## Supporting Services

Training and common services that our customers often ask for to support the adoption and on-going use of SFIA



## SkillsTx SaaS

Software-as-a-Service solution enabling data-driven Digital Skills Management



# SKILLSTX SAAS LICENSING

Product	Description	Code/Format	Unit	US\$	GB£	AU\$	NZ\$	Euro€
<b>SkillsTx SaaS Licence</b>	SkillsTx annual licence (up to 200 workers)	PSOD	Per person per annum	\$82	£54	\$104	\$109	€75
	SkillsTx annual licence (200 to 499 workers)	PSOD	Per person per annum	\$78	£52	\$99	\$104	€72
	SkillsTx annual licence (500 to 999 workers)	PSOD	Per person per annum	\$74	£49	\$94	\$99	€68
	SkillsTx annual licence (1000 to 4999 workers)	PSOD	Per person per annum	\$70	£46	\$88	\$93	€64
	SkillsTx annual licence (5000+ workers)	PSOD	Per person per annum	\$Enquire	£Enquire	\$Enquire	\$Enquire	€Enquire
	SkillsTx monthly licence	PSOD	Per person per month	\$10	£7	\$12	\$13	€9
<b>Bongo</b>	Bongo asynchronous video assessment add-on	PSBA	Per enabled SkillsTx user per annum	\$20	£15	\$28	\$29	€18

Prices exclude applicable taxes, which must be added.

# TRAINING

Course	Description	Code/Format	Unit	US\$	GB£	AU\$	NZ\$
<b>SFIA 'foundation' level</b>	<p>The foundation-level training is focussed on the structure, language, and a high-level overview of how SFIA is used. It does not include hands-on practical use of SFIA, as this is covered at other levels. As a result, training at foundation-level could lend itself to different forms of delivery which don't necessarily have to include an instructor-led approach.</p> <p>Learning Objectives: Understand the underlying idea of SFIA – what it is and what it is not; Understand the structure of SFIA – including Categories and Subcategories.</p> <p>Prerequisites: None</p> <p>This is a SFIA Foundation accredited course covering the training requirements for those looking to become accredited at 'foundation' level. This level is also the first module for those seeking to apply to become an accredited SFIA Consultant or SFIA Practitioner.</p>	TSFL Online self-paced training plus online exam	Per person	\$50	£30	\$56	\$60
<b>SFIA Practitioner</b>	<p>Training for Practitioner and Consultant levels makes use of presentations and practical exercises so that course members develop an understanding of the framework and how it relates to the practicality of skills and capability management in an organisation.</p> <p>Learning Objectives: Determine the skills needed in a particular situation, job or assignment, and determine the level at which the skills are required; Locate the required skills in SFIA; [In their own area of expertise] use SFIA to analyse the reasons behind an individual's performance, and determine appropriate development measures; Able to assess the SFIA skills of an individual.</p> <p>Prerequisites: SFIA 'foundation' level training, or equivalent experience/knowledge</p> <p>This is a SFIA Foundation accredited course covering the training requirements for those looking to become accredited at 'Practitioner' level. Combined with the SFIA 'foundation' level training, the Practitioner training meets the training requirements for those seeking to apply to become an accredited SFIA Practitioner.</p>	TSPL 1 x 3-hour instructor-led online session	Per person Min. 4 people	\$300	£175	\$339	\$365
<b>SFIA Consultant</b>	<p>Training for Practitioner and Consultant levels makes use of presentations and practical exercises so that course members develop an understanding of the framework and how it relates to the practicality of skills and capability management in an organisation.</p> <p>Learning Objectives: Know what is and what is not allowed by the SFIA end user licence, and advise colleagues accordingly; Understand SFIA's seven levels and relate them to an organisation's own levels; Advise management on appropriate ways to exploit SFIA; Understand the benefits of using SFIA; Prepare a business case for an organisation's use of SFIA.</p> <p>Prerequisites: SFIA 'foundation' level training and SFIA Practitioner training, or equivalent experience/knowledge</p> <p>This is a SFIA Foundation accredited course covering the training requirements for those looking to become accredited at 'Consultant' level. Combined with the SFIA 'foundation' level training and the SFIA Practitioner training, the Consultant training meets the training requirements for those seeking to apply to become an accredited SFIA Practitioner.</p>	TSCL 1 x 3-hour instructor-led online session	Per person Min. 4 people	\$300	£175	\$339	\$365

Prices exclude applicable taxes, which must be added. Available on-site by arrangement subject to travel and expenses charges dependent on location and quantity. Quantity discounts available.

# TRAINING

Course	Description	Code/Format	Unit	US\$	GB£	AU\$	NZ\$
<b>Understanding SFIA</b>	<p>The Understanding SFIA course introduces SFIA, explaining the structure and history of SFIA, and exposing participants to practical applications of SFIA throughout the Skills Management lifecycle through exercises and discussion. Leveraging our expertise in helping organisations adopt SFIA we'll provide tips for implementation and how to get value from SFIA in your organisation.</p> <p>This course combines SFIA 'Foundation' level, SFIA Practitioner and SFIA Consultant training.</p> <p>Learning Objectives: Understand the underlying idea of SFIA – what it is and what it is not; Understand the structure of SFIA – including Categories and Subcategories; Determine the skills needed in a particular situation, job or assignment, and determine the level at which the skills are required; Locate the required skills in SFIA; [In their own area of expertise] use SFIA to analyse the reasons behind an individual's performance, and determine appropriate development measures; Able to assess the SFIA skills of an individual; Know what is and what is not allowed by the SFIA end user licence, and advise colleagues accordingly; Understand SFIA's seven levels and relate them to an organisation's own levels; Advise management on appropriate ways to exploit SFIA; Understand the benefits of using SFIA; Prepare a business case for an organisation's use of SFIA.</p> <p>Prerequisites: None</p> <p>This is a SFIA Foundation accredited course covering the training requirements for those looking to become accredited at 'foundation', 'Practitioner' or 'Consultant' level.</p>	TUSO 2 x 3-hour instructor-led online sessions	Per person Min. 4 people	\$650	£380	\$734	\$790
<b>SFIA Deep Dive</b>	<p>The SFIA Deep Dive course provides an opportunity to explore the SFIA framework with the experts who helped develop it.</p> <p>Learning Objectives: Describe the key features of SFIA to someone new to the framework; Map activities from their workplace into SFIA; Explain the differences between levels of responsibility; Explain the differences between level of responsibility skills; Locate professional skills from workplace activities; Link related skills by role, function and technology.</p> <p>Prerequisites: Successful completion of the Understanding SFIA course (or SFIA 'foundation' level training and SFIA Practitioner training), or a good working knowledge of SFIA is a requirement for all participants.</p> <p>This course complements our SFIA Assessor and SFIA Role Profiling courses, with many participants electing to take this course before the SFIA Assessor / SFIA Role Profiling course.</p>	TSDD 2 x 3-hour instructor-led online sessions	Per person Min. 4 people	\$650	£380	\$734	\$790

# TRAINING

Course	Description	Code/Format	Unit	US\$	GB£	AU\$	NZ\$
<b>SFIA Role Profiling</b>	<p>SFIA Role Profiling training takes participants through how to create SFIA role profiles from process documentation, evaluate existing documentation, use SFIA assessment data, and rapidly prototype SFIA role profiles. Leveraging our extensive experience, and utilising real-life case studies, we explore how to link the outputs into career pathway development, develop interview questions, and support recruitment practices.</p> <p>Learning Objectives: Understand how SFIA-based Role Profiles map to other types of job descriptors; Create SFIA-based role profiles from a variety of source information; Understand the benefits and challenges of different approaches to creating role profiles; Understand some of the design considerations involved in the creation of role profiles; Apply the techniques and understanding gained from creating SFIA-based role profiles to assist in a range of HR and people management contexts.</p> <p>Prerequisites: Successful completion of the Understanding SFIA course (or SFIA 'foundation' level training and SFIA Practitioner training), or a good working knowledge of SFIA is a requirement for all participants.</p> <p>This course complements our SFIA Assessor course. Additionally, many participants have benefited from attending the SFIA Deep Dive course to raise their understanding of the activities and skills in the SFIA framework.</p>	TSRP 2 x 3-hour instructor-led online sessions	Per person Min. 4 people	\$650	£380	\$734	\$790
<b>SFIA Assessor</b>	<p>SFIA Assessor training shows attendees how to assess professional skills against the SFIA framework, walking through the different styles of assessment and validation techniques, roles and responsibilities, interview structure and tips.</p> <p>This course is aimed at those who might be conducting SFIA assessments (whether in their own area of expertise or across the entire SFIA framework), those who might benefit from including SFIA assessment techniques in other contexts (e.g. recruiters), and those who need a good understanding of the assessment process (e.g. HR managers).</p> <p>Learning Objectives: Assess professional skills against the SFIA framework; Understand different types of assessment; Prepare an effective agenda and questions; Describe the role of the assessor; Be aware of a range of questioning techniques; Conduct an effective assessment following an agreed agenda; Deal with common issues that may occur in assessments.</p> <p>Prerequisites: Successful completion of the Understanding SFIA course (or SFIA 'foundation' level training and SFIA Practitioner training), or a good working knowledge of SFIA is a requirement for all participants.</p> <p>Many participants have benefited from attending the SFIA Deep Dive course to raise their understanding of the activities and skills in the SFIA framework. This course complements our SFIA Role Profiling course.</p> <p>This course is recommended for those looking to become accredited as a SFIA Assessor or SFIA Auditor.</p>	TSAS 2 x 3-hour instructor-led online sessions	Per person Min. 4 people	\$650	£380	\$734	\$790

# TRAINING

Course	Description	Code/Format	Unit	US\$	GB£	AU\$	NZ\$
<b>Advanced SFIA</b>	<p>The Advanced SFIA course is targeted at individuals responsible for implementing SFIA within their organisation, or for individuals responsible for the maintenance of SFIA once it has been implemented. This course explores the challenge of integrating SFIA into organisations practices, such as HR processes, operational and project resourcing, and considers how data gather during SFIA assessments and SFIA role profile generation can be embedded into organisational decision making.</p> <p>Learning Objectives: Build on the introductory principles of SFIA to drive, implement and maintain SFIA within an organisation; Provide further advice and guidance on the tools and techniques available to support SFIA; Show how SFIA is used in Project Management and managing Project Risk; Ensure participants are comfortable with the principles involved in operating models, organisation design and FTE (Full Time Equivalent) rightsizing.</p> <p>Prerequisites: Successful completion of the Understanding SFIA course (or SFIA 'foundation' level training and SFIA Practitioner training), or a good working knowledge of SFIA is a requirement for all participants.</p>	TASP 2 x 3-hour instructor-led online sessions	Per person Min. 4 people	\$650	£380	\$734	\$790
<b>SFIA Masterclass Training</b>	<p>This program of courses is tailored specifically for an organisation implementing SFIA with a requirement to train different audiences to different knowledge levels.</p> <p>The course combines Understanding SFIA, SFIA Deep Dive, SFIA Role Profiling and SFIA Assessor Training.</p> <p>This includes the Understanding SFIA training which is a SFIA Foundation accredited course covering the training requirements for those looking to become accredited at 'foundation', 'Practitioner' or 'Consultant' level. The SFIA Assessor training is also suitable for those seeking accreditation as a SFIA Assessor or SFIA Auditor.</p> <p>Prerequisites: None</p>	TSMC 8 x 3-hour instructor-led online sessions	Per person Min. 4 people	\$2,210	£1,292	\$2,495	\$2,686

# TRAINING

Course	Description	Code/Format	Unit	US\$	GB£	AU\$	NZ\$
<b>SFIA for People Managers Training</b>	<p>SFIA for People Managers training is designed for line managers, team leaders, HR and L&amp;D practitioners, and others who support staff in their professional development. A basic understanding of SFIA is recommended but not mandatory because the framework is embedded within the solution.</p> <p>Starting with an understanding of how the data is used in job matching and gap analysis we will guide the attendees through different approaches to help ensure that an individual's skill profile is accurate and maintained. The training will be hands-on and therefore required access to the internet.</p> <p>Learning Objectives: Describe the basic features of the SFIA framework to help orientate staff who may be less familiar with the framework; Understand the strengths and limitations of using SFIA to contribute in development planning and performance discussions; Recognise out-liers and patterns in personal skill profiles to support 'approval'; Use SFIA in development planning; Link development activities to the SFIA skills staff need to develop.</p> <p>Prerequisites: None</p>	TSPM 1 x 3-hour instructor-led online session	Per person Min. 4 people	\$300	£175	\$339	\$365
<b>SkillsTx Administrator Training</b>	<p>SkillsTx Administrator training is designed for the individuals within an organization who are going to perform the administration tasks to manage SkillsTx. Participants often include internal SFIA experts, HR, Learning &amp; Development, SFIA project team members, or IT application support representatives.</p> <p>The administration activity for SkillsTx does not require in-depth technical knowledge, as the focus of the activity is on: maintaining in-scope employee data and management reporting lines; creating and maintaining job descriptions and role profiles; maintaining job/role profile assignments for employees who may have changed jobs; maintaining skill attributes and mapped development actions; generating customer analytical reporting as required; coordinating endorsement skills discussion; taking advantage of features such as the candidate/recruitment functionality and general platform and user support for SkillsTx.</p> <p>Learning Objectives: Become competent at managing the day-to-day aspects of SkillsTx workspace/s; Be the SkillsTx expert, able to take advantage of all the functionality and capabilities of workspace/s and tenancies, and conjuring up the outcomes the organisation needs from SkillsTx; Become known as the master at providing 1st level support for administrators and users completing surveys and using their Planner console.</p> <p>Prerequisites: None</p>	TSAO 1 x 4-hour instructor-led online session plus online exam	Per person Min. 4 people	\$300	£175	\$339	\$365

## SUPPORTING SERVICES

Service	Description	Code/Format	Unit	US\$	GB£	AU\$	NZ\$
<b>SFIA Awareness</b>	Designed to provide all staff with an overall understanding of SFIA, its benefits and how it will affect them. It is a key component of introducing a full SFIA implementation to staff. It takes elements from the accredited Understanding SFIA Course and provides an overview on how SFIA is applied. This session is also designed to 'pace out objections' and to reinforce the key messages used within the Management of Change strategy.	SSAW	Each	\$415	£275	\$465	\$480
<b>SFIA Role Profile Validation</b>	Validation of an existing customer-provided Role Profile or Job Description, with creation of a SFIA-based role profile or job description using SkillsTx.	SSRV	Each	\$485	£325	\$565	\$620
<b>SFIA Skills Discussion and Certified Skills Profile</b>	Independent skills validation, where a SFIA Accredited Consultant works with an individual to independently assess their skills. Output is an Certified SFIA Skills Profile. Carried out online, or can be scheduled on site in batches subject to logistics and expense considerations.	SSVI	Each	\$375	£250	\$430	\$473
<b>Supported Proof Of Value</b>	<p>A SFIA Accredited Consultant from our Professional Services team will help you to set-up the SkillsTx solution, and use it to assess the skills of up to 100 of your team, convert up to 5 of your existing jobs/roles into SFIA-based Job Descriptions or Role Profiles, help you interpret the analytics data, and make the business case for embedding the use of SFIA within your organization.</p> <p>This package is designed for those who prefer some expert assistance rather than the do-it-yourself trial option. It includes up to 4 days of professional services support from a Senior SFIA Accredited Consultant; and up to 100 SkillsTx SaaS licences for 2 months.</p>	SPOV	Each	\$7,995	£4,950	\$9,750	\$10,450
<b>Introduction to Digital Skills Management</b>	<p>For Senior Technology and HR Managers to improve Digital Skills Management capability for their organization.</p> <p>Our 2-hour interactive Introduction to Digital Skills Management training is designed for Senior Managers in technology, HR and L&amp;D, and those leading initiatives to improve the way their organization Attracts, Develops and Retains their Top Tech Talent.</p>	TDSM	Each	\$Enquire	£Enquire	\$Enquire	\$Enquire

Prices exclude applicable taxes, which must be added. Consultancy services may be subject to travel and expenses charges dependent on location and quantity. Quantity discounts available.

## SUPPORTING SERVICES

Workshop	Description	Code/Format	Unit	US\$	GB£	AU\$	NZ\$
<b>Implementation Readiness Review</b>	An interactive workshop and discussion with a SFIA Accredited Consultant to discuss the organisation's implementation approach, and identify any potential issues or considerations based on experience and best practice approaches. Sessions should be scheduled for up to 2-hours, but may require less time depending on complexity etc.	SIRR 1 x 2-hour workshop led by a SFIA Accredited Consultant	Each	\$650	£380	\$734	\$790
<b>Communications Workshop</b>	Online workshop with key stakeholders to define the communications strategy for a project, followed by the development of a "message house" – with key messages and themes, and communication protocols used to inform key stakeholder groups. The output is a Communications Package ready for delivery to in-scope staff.	SSMW 1 x 2-hour workshop led by a SFIA Accredited Consultant	Each	\$2,000	£1,200	\$2,250	\$2,475
<b>Operating Model / Role Profiling workshop</b>	Online workshop conducted with key stakeholders to confirm the key functions, positions and roles required by the organisation, confirms the "as-is" and "to be" operating model, and identify areas where skills may be required. This is designed to gather the data required to start role profiling activity to produce SFIA-based Role Profiles and Job/Position Descriptions.	SSOM 1 x 2-hour workshop led by a SFIA Accredited Consultant	Each	\$650	£380	\$734	\$790
<b>SFIA for Team Leaders</b>	For use during SFIA implementation, this session supports potential leaders within the organisation. The objective is to explain how the assessment and validation process works, and how this relates to their staff. The focus is on 'pacing out objections' and the key messages used within the communications strategy.	SSTL 1 x 2-hour workshop led by a SFIA Accredited Consultant	Each	\$650	£380	\$734	\$790
<b>SFIA Presentation and Workshop</b>	Analysis of assessment data followed by the facilitation of an interactive workshop with senior stakeholders to review the data, complete analytics handover and agree next steps.	SSPW 1 x 2-hour workshop led by a SFIA Accredited Consultant	Each	\$650	£380	\$734	\$790
<b>SFIA Transformation Workshop</b>	Taking attendees 3 years into the future, this workshop shows how SFIA integrates into the IT and business operating models and creates additional business value. Elements of Recruitment, Project Management, Training and Communities of Practice are considered, and a real world scenario is used as a practical case study. The session is designed to foster discussion and create an awareness as to the 'end state' of a well implemented and integrated SFIA capability.	STRW 1 x 2-hour workshop led by a SFIA Accredited Consultant	Each	\$650	£380	\$734	\$790
<b>Embed Value – Handover Workshop</b>	Following completion of the initial skills assessment phase, a SFIA Accredited Consultant will review the data and provide analysis to the senior leadership during this interactive workshop. The outcome of the workshop is the creation of a strategic/tactical action plan to drive improved Employee Experience and increase overall Digital Skills Management Maturity (DSMM).	SSEV 1 x 90-minute workshop led by a SFIA Accredited Consultant	Each	\$1,000	£600	\$1,125	\$1,238

# PROFESSIONAL SERVICES

Service	Description	Code/Format	Unit	US\$	GB£	AU\$	NZ\$
<b>Delivery Support Analyst</b>	Resource provision of Delivery Support Analyst (SFIA level 3)	SPS3	Day	\$750	£500	\$860	\$946
<b>Consultant</b>	Resource provision of Consultant (SFIA level 5)	SPS5	Day	\$1,600	£850	\$1,850	\$2,035
<b>Senior Consultant</b>	Resource provision of Senior Consultant (SFIA level 6)	SPS6	Day	\$1,750	£950	\$2,000	\$2,200
<b>Principal Consultant</b>	Resource provision of Principal Consultant (SFIA level 7)	SPS7	Day	\$2,000	£1,200	\$2,250	\$2,475



THANK YOU

