



# The New Learning Hub Admin Guide

How to book on Well Led or Lead to Succeed Programme  
using the expression of interest form

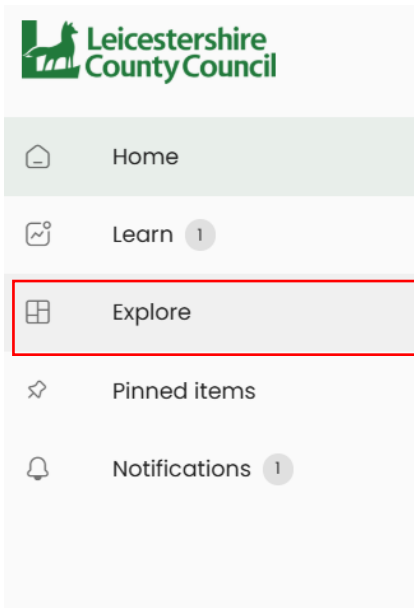
**PLEASE NOTE COMPLETION OF THE EXPRESSION OF  
INTEREST FORM DOES NOT MEAN YOU ARE BOOKED ON  
THE PROGRAMME.**

**YOUR BOOKING WILL BE CONFIRMED BY LSCDG**



## How to Search for Learning Content

Select the Explore option from the menu on the home page.



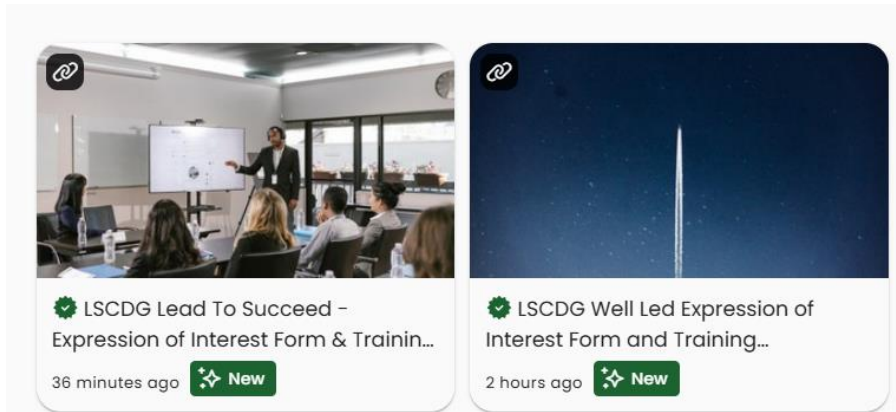
Then click on the LSCDG tile



Followed by clicking on the Leadership & Management Tile



Choose either the Well Led or Lead to Succeed – Expression of Interest Form & Training Agreement Sign up tile



Then click on the picture, or FORMS.OFFICE.COM or Visit Site (text)



Complete the form and submit

A screenshot of a web form titled 'LSCDG Lead to Succeed - Expression of Interest Form and Training Agreement'. The form includes a red silhouette of a person running up a hill with a megaphone. The instructions state: 'Complete this form to express an interest in the LSCDG Lead to Succeed 5 Day Programme -'. There are two required fields: '1. Please enter your first name and last name below \*' and '2. Please enter your company name and address \*'. Each field has a text input area with the placeholder 'Enter your answer'.

**PLEASE NOTE COMPLETION OF THIS FORM DOES NOT  
MEAN YOU ARE BOOKED ON THE PROGRAMME.**

**YOU WILL RECEIVE A NOTIFICATION FROM THE HUB WHEN YOU  
HAVE SECURED A PLACE ON THE PROGRAMME**