

# Sustainability Essentials for Business FAQs

## Introduction

Here are answers to the most common questions that people ask about our Sustainability Essentials for Business online course. If you can't find an answer to your question then please get in touch and we'll do our best to answer it for you.

## What is Sustainability Essentials for Business?

Sustainability Essentials for Business is an online course from the University of Cambridge Institute for Sustainability Leadership, designed to build a common understanding of sustainability in a business context.

Sustainability Essentials for Business has a learner-centric design encouraging self-paced, on demand learning, and is composed of a diverse set of learning activities. In practice, this means you can complete the course in your own time, progressing through modules, which contain a range of media including videos, self-assessments, case studies, quizzes, scenarios and role-plays.

## Who is Sustainability Essentials for Business designed for?

Sustainability Essentials for Business is designed for mid-career, high-potential and senior managers to enable them to understand the fundamentals of sustainability, how sustainability is relevant to their role and its importance to business success. It is also suitable for those professionals who would like to refresh their knowledge.

## What will I learn?

Sustainability Essentials for Business offers a flexible learning process of inquiry, reflection, case studies and management simulations. As they work through their choice of modules, learners are asked to test their assumptions, understanding and preparedness by:

Examining key trends that pose significant risks and opportunities for business (such as climate disruption, food security, health, poverty and inequality)

Exploring the implications of these for their organisation

Considering organisational responses to these issues

Engaging with the concerns and expectations of stakeholders

Identifying and testing opportunities to take action within their own sphere of influence

## **How do you ensure that Sustainability Essentials for Business is up to date?**

Sustainability Essentials for Business is reviewed and revised every 12 months in order to incorporate user's feedback and to incorporate new issues and the very latest thinking on business sustainability. We also ensure that CISL's own current research is reflected in new content.

## **Do I have to complete Sustainability Essentials for Business in one session or can I save my work and return?**

No, you do not have to complete Sustainability Essentials for Business in one session, and in fact we do not recommend it. The course is designed so that users can take it at their own speed, completing modules over a number of days or weeks. Once you leave a module your work will be automatically saved, so that you can return to it and complete at a later date. Please note that once you have submitted your work, you can view it for reference but you will not be able to edit it further.

## **Who designed Sustainability Essentials for Business?**

Sustainability Essentials for Business was designed and built by the Cambridge Institute for Sustainability Leadership (CISL) in collaboration with expert contributors from the University of

Cambridge, CISL Senior Associates, designers and leading practitioners from business and civil society organisations. The design builds on CISL's 30-year track record in designing courses to build leaders' understanding and capacity in relation to the complex and interconnected economic, social and environmental issues that organisations face. The Moodle site which hosts Sustainability Essentials for Business was created and design by CISL.

## **What is Moodle?**

Moodle is a learning platform – also known as a Learning Management System (LMS) or a Virtual Learning Environment (VLE) – designed to provide educators, administrators and learners with a single robust, secure and integrated system to create personalised learning environments.

The Cambridge Institute for Sustainability Leadership has customised a version of Moodle to host all of its online courses.

## **How do I get access to Sustainability Essentials for Business?**

Every learner needs a license to access to Sustainability Essentials for Business. Licences can be purchased directly via the Sustainability Essentials for Business site which will ask you to create a new account and then take you to our e-sales system. Purchases through our e-sales system with a credit card will give the buyer automatic access to the course. Licences purchased using another payment method will be processed as quickly as possible by the Cambridge Institute for Sustainability Leadership (CISL) and access will be granted once the payment has been received.

## **Can I trial Sustainability Essentials for Business?**

Unfortunately there is not a trial option for Sustainability Essentials for Business.

## **Can I buy multiple licences for a group of learners within my organisation?**

Yes, but each licence can only be used by one learner. For example, if you have 10 learners you will need to purchase 10 licences. When you purchase multiple licenses you will become a 'cohort manager' and will receive a keycode to share with your learners. Every time the keycode is used by a learner to register for Sustainability Essentials for Business, one licence will be deducted from your total. You can view how many licences you have left on your dashboard.

### **Can I see how my cohorts are progressing?**

If you have purchased multiple licences, and you are the cohort manager, you can view a report which shows which modules each of your users have completed. Learners' answers are kept confidential to encourage private reflection, and if you require more detailed reporting learners must be informed in advance that their answers are being used as part of an employee survey.

### **How do I add more licences to my cohort?**

If you require more licenses you can simply purchase them online as you have done before using the 'add to cohort' button. However you will not need to register for the course again so the process will be easier.

### **What are the system requirements for Sustainability Essentials for Business?**

Sustainability Essentials for Business runs on desktop computers, laptops and tablets with the following minimum specification.

Hardware:

Any personal computer, laptop or tablet with a broadband or Wi-Fi connection.

Software:

Any of the following browsers; Internet Explorer 10 and 11, Microsoft Edge, Safari 6, 7 and 8' Firefox (latest auto-updating version), Chrome (latest auto-updating version), Opera 9 and above, iPad, IOS 9, 10 and 11

### **I already have a Cambridge Institute for Sustainability Leadership, Online account for a different course or programme. Can I use the same login details?**

Yes, login to the site and on your dashboard you will see a list of available courses to buy. Once you have purchased a licence, you will be enrolled onto the course and can use your existing login details.

### **Where can I get help and support for Sustainability Essentials for Business?**

If you require technical support please contact [knowledge@cisl.cam.ac.uk](mailto:knowledge@cisl.cam.ac.uk). If you have feedback you'd like to share, ideas for future development or would like to discuss customisation or translation, please contact the ELearning team at [knowledge@cisl.cam.ac.uk](mailto:knowledge@cisl.cam.ac.uk).

### **Where can I find out more?**

Full details of all of CISL's online learning can be found on our website or feel free to contact us for further information at [knowledge@cisl.cam.ac.uk](mailto:knowledge@cisl.cam.ac.uk).

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