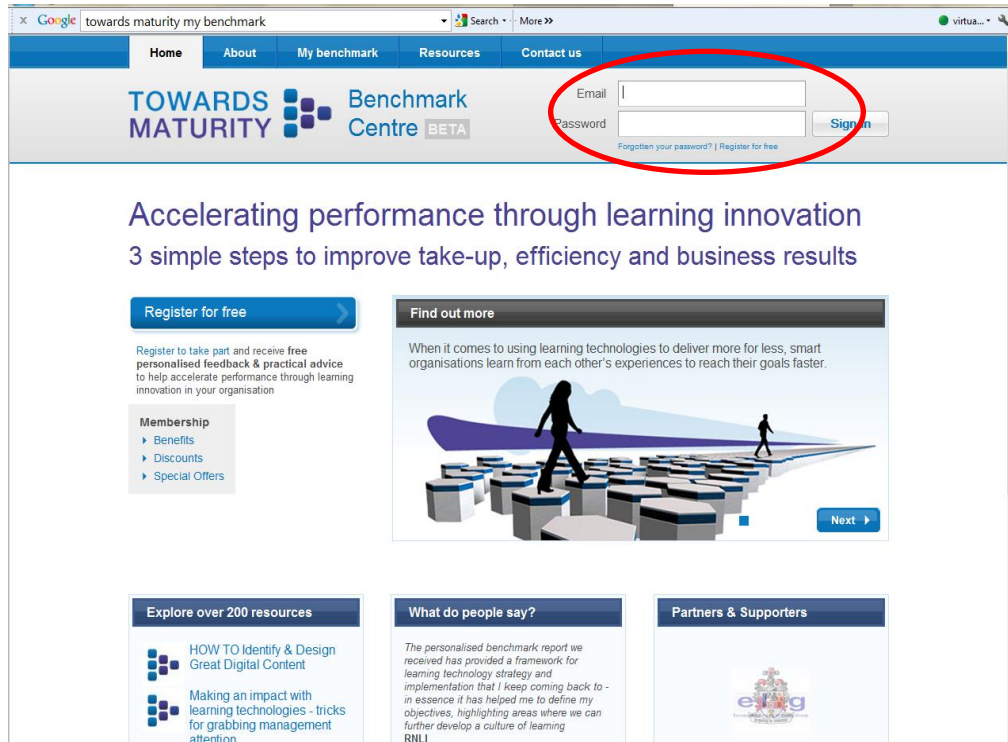


How do I access my personalised Benchmark report? – step 1



The screenshot shows the 'Towards Maturity Benchmark Centre' website. The navigation menu includes 'Home', 'About', 'My benchmark', 'Resources', and 'Contact us'. The main header features the 'TOWARDS MATURITY Benchmark Centre BETA' logo. A red circle highlights the login form, which consists of an 'Email' input field, a 'Password' input field, and a 'Sign in' button. Below the input fields, there is a link for 'Forgotten your password? | Register for free'. The main content area includes a 'Register for free' button, a 'Find out more' section with a 'Next' button, and three columns of featured content: 'Explore over 200 resources', 'What do people say?', and 'Partners & Supporters'.

Step 1 – Enter Benchmark Centre


Thank you for being part of the UK's largest learning technologies Benchmark study. You join over 600 organisations that took part in Towards Maturity's 2011 Benchmark Study

Your responses to the study have been uploaded to our new self-service benchmark tool entitled Benchmark Centre. To access your report simply visit www.towardsmaturity.org/mybenchmark and enter the password you have been sent via email.

As your details are already in our Benchmark Centre there is **no need** to Register.

How do I access personalised Benchmark report? – Step 2

Your Profile

 Notification: **Your premium user account will expire on 16 September 2011**
Please [renew your subscription](#) to retain access to your detailed reports, action planning and groups. [Renew now](#)

Please note: Fields marked with a * are required fields.
All questions need to be answered if you are participating in the Benchmark Study.

Your details
Please enter your details opposite.

First name(s) Surname

Email address *

Optional: Change your password

Current Password

New Password Passwords should be 6 characters or more

Company details
Please tell us a bit about your company so we can provide a tailored benchmark.

Name of your company Your Job Title

What is your area of responsibility?

Where do you report in your organisation? *

What is your primary role? *

Your organisation?

What is the size of your organisation? *

What is the geographical spread of your organisation? *

Which region are you answering this survey from?

Step 2 – Change password

After you have entered your password you will see **Your Profile** page. The information on this page is confidential and would have been reloaded also.

For security reasons we strongly recommend that you change your **password**.

How do I access personalised Benchmark report? – Step 3

towards maturity my benchmark Search More >>

Your use of learning technologies

How long has your organisation been using learning technologies?

Which statement best describes your organisation's current experience with learning technologies?

- Embedded across the organisation— we have a learning culture which influences our everyday work.
- Established use across learning - transforming the way we manage our learning and development.
- Developing and starting to coordinate our use across the organisation.
- Localised or sporadic use (used in some departments or for some courses).
- We are new to this - investigating how we might use more but have not completed any projects.

What percentage of your learning budget is spent on e-learning and associated learning technologies?

Has the overall training budget increased or decreased in the past 2 years?

How do you expect your overall training budget to change in the next two years?

How will the percentage of that budget spent on learning technologies change over the next two years?

Update Profile

Towards Maturity Benchmark Centre
[Homepage](#)
[Privacy statement](#)
[Accessibility](#)
[Terms and conditions](#)

About
[About the Benchmark Centre](#)
[What do people say?](#)
[Special Offers](#)
[Partners and Supporters](#)

My benchmark
[Register for free](#)
[Sign in](#)

Resources
[View Resources](#)

Contact us
[Feedback](#)
[Tell us what you need](#)

Step 3 – update profile

If there are any questions unanswered on Your Profile page you may wish to answer them, as the information gathered on this page helps us create your personalised Benchmark

When you have finished answering the questions, **click on the Update Profile** button at the bottom of the screen.

How do I access personalised Benchmark report? – Step 4

The screenshot shows a web interface with a navigation bar at the top containing tabs for 'My review', 'My personalised report', 'My action plan', and 'My group'. The 'My personalised report' tab is circled in red. Below the navigation bar is a yellow notification banner with a user icon and text: 'Notification: Your premium user account will expire on 16 September 2011. Please renew your subscription to retain access to your detailed reports, action planning and groups.' A 'Renew now' button is visible. Below the notification is the 'My review' section, which includes a 'Further info' link and a paragraph of text explaining the review process. At the bottom of the screenshot is a circular diagram with a central blue box labeled 'Accelerate performance?' and four surrounding pink boxes: 'Overcome barriers', 'Deliver benefits', 'Make an impact', and 'Leverage technologies'. Arrows connect these boxes in a clockwise cycle.

Step 4 – Click on personalised report tab

After you have updated Your Profile you will be taken to **My Review page**.

There is **no need to** complete your review as your information has been reloaded.

Simply **click on the My personalised report page**.

How do I access personalised Benchmark report? Step 5

My personalised report is Step 2 of the benchmark process. Here you can generate a benchmark report from your responses to the review. Your personalised report will help you compare your current performance and implementation activities with your peers. [Further info](#)

You choose when to generate your report – it is not done automatically. We recommend that you complete Step 1, [My review](#), as fully as you can before generating your report so that we can provide you with the best possible feedback.

This is your report generated on the 18th August 2011 at 4:17 pm

[Download my report as a PDF](#)

[Generate a new report](#)

[Request info](#) Get a more detailed analysis if your benchmark results, next step recommendations & additional resources through our free 10 day premium user trial as indicated above.

As you scroll down this page, your personalised report will appear in 3 sections:

- [Performance indicators](#)
- [Benchmark](#)
- [Detailed report](#)

In each section you will be able to compare your responses with average scores and the TM Benchmark. If your score is greater than the TM benchmark then you are in the top quartile for performance. We recommend that you print the full report for your records.

Basic users who wish to review their detailed report can request a free 10 day premium user trial as indicated above.

[Performance indicators](#) [Benchmark](#) [Detailed report](#) [Print View](#)

Step 5 – Viewing your report

You will see that your report has been generated on the 18th of August.

You do **not** have to take further action to generate a report.

To **view** the **full report**, either **Click** on the tabs or **scroll** down the page.

The report is in 3 sections:

- Performance indicators
- My Benchmark
- Detailed report