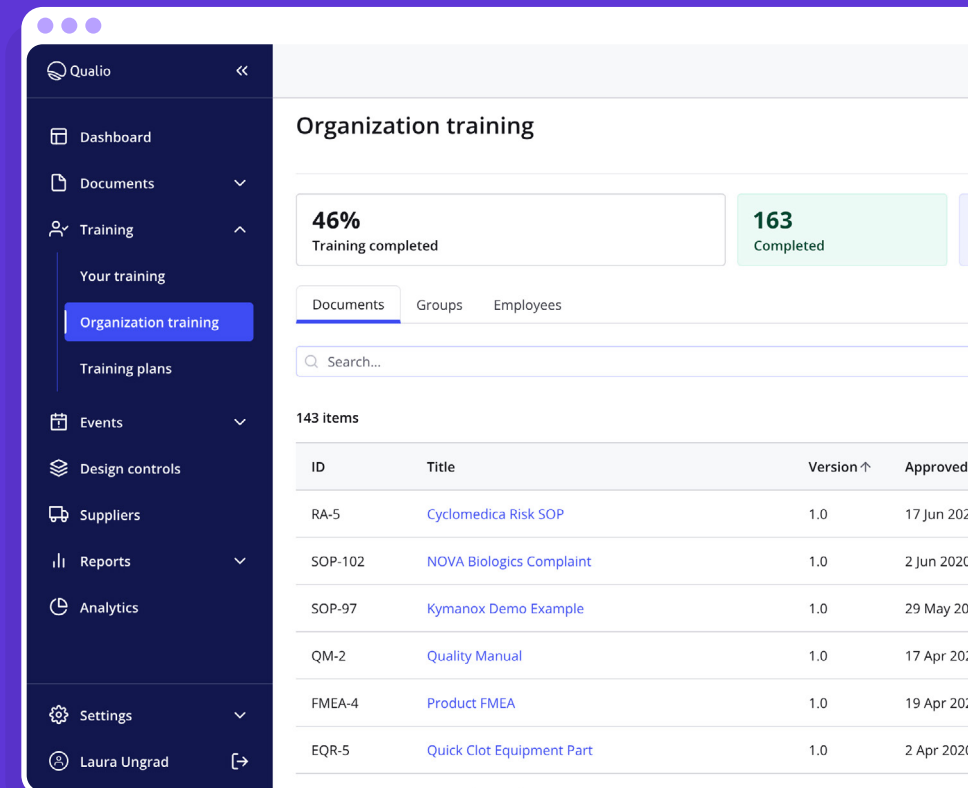


# Qualio Training

For a confident, compliant,  
continuously improving team



The screenshot displays the Qualio Training interface. On the left is a dark sidebar with a menu including Dashboard, Documents, Training (expanded), Events, Design controls, Suppliers, Reports, Analytics, Settings, and a user profile for Laura Ungrad. The 'Training' section is further divided into 'Your training' (with 'Organization training' selected) and 'Training plans'. The main content area is titled 'Organization training' and shows a progress bar for '46% Training completed' and a green badge for '163 Completed'. Below this are tabs for 'Documents', 'Groups', and 'Employees', with 'Documents' selected. A search bar is present. A table lists 143 items with columns for ID, Title, Version, and Approved date. The table contains the following data:

ID	Title	Version ↑	Approved
RA-5	<a href="#">Cyclomedica Risk SOP</a>	1.0	17 Jun 202
SOP-102	<a href="#">NOVA Biologics Complaint</a>	1.0	2 Jun 2020
SOP-97	<a href="#">Kymanox Demo Example</a>	1.0	29 May 20
QM-2	<a href="#">Quality Manual</a>	1.0	17 Apr 202
FMEA-4	<a href="#">Product FMEA</a>	1.0	19 Apr 202
EQR-5	<a href="#">Quick Clot Equipment Part</a>	1.0	2 Apr 2020



Qualio's eQMS software empowers growing life science organizations to do their vital work with a stronger, faster, more quality-centric approach. Our software is built and continuously improved with three key objectives at the core:



To be the easiest, most intuitive eQMS on the market



To seamlessly connect your internal and external stakeholders to your quality work



To empower your growth with flexible, collaborative quality content management

Over 650 life science businesses across the globe now use Qualio to optimize and automate their quality management systems.

[Request a demo](#)

# Training management software for modern life science challenges



*People are doing their training now. And I think that the reason for that is just that it's simple to do. And it's more of an enjoyable situation than it was in the past.*

STAN SPAGNUOLO

Director of Quality Assurance  
Koneksa



*We had lots of cells in the training spreadsheet with nothing in them. People could've done their training and not ticked it – or they might not have done it at all. There was no way of telling. It was a headache.*

*We're now at 92% on-time training completion with Qualio. People are very comfortable using it. Everyone sees the benefit. And it's now so easy to demonstrate who's trained on what.*

KATE NICHOLSON

Head of Business & Portfolio Optimization  
Enara Bio



Watch interview snippet

# Training management software for modern life science challenges



*It took hours – hours – to assign people their training in our manual system. Now it's minutes. Not even minutes. I can send training out in seconds now. The training assessment functionality is phenomenal. Qualio's made my life 100% better!*



Watch interview snippet

ANGELA PINKSTON

Quality Assurance Manager  
Akadeum Life Sciences



*To train 150+ people and try to record it all via email was a nightmare. That's why I pitched Qualio. The objective was: can we streamline processes? Can we save time? Qualio's streamlined us and made us paperless – it's brought improvement in processes all over.*



Watch interview snippet

SAVNEET CHEEMA

Senior Quality Manager  
Revision Skincare



# Our customers report...

**>90%** reduction in training admin time

**25%** faster training processes

**85%** increase in audit confidence

**87%** increase in training engagement

**5x** faster external audits



More collaborative quality cultures  
built on controlled information



Simplified compliance with FDA and EU  
requirements, ISO standards, GxP and more

# 5 software features to optimize your training processes

This datasheet is designed to give you and your colleagues an introduction into how the Training area of Qualio helps your business get robust, best-in-class training management in place.

We've picked out the 5 top things we think you should see.

Want to see more, including a walkthrough of Qualio in action? Visit the last page to book a demonstration at a time that suits you.

# 1 Simplified digital training for busy teams

Despite your regulatory demands, your colleagues don't want to trawl through reams of training requirements.

And the more complex and confusing their training pathway is, the less likely they are to complete it.

From onboarding to retraining and audit preparation, Qualio provides a clean and simplistic breakdown of outstanding training to all users via their personal Dashboard action list.

Email prompts, due dates and the training overview screen keep users informed, reminded and on top of their training responsibilities without overwhelming them.

**Your training** All time Export

**25%** Training completed

**1** Completed **0** Due **3** Overdue

Search...

4 items Show 15 < Page 1 >

ID	Title	Version	Due	Status
QR-22	<a href="#">Label Approval Form</a>	1.0	6 Mar 2023	Overdue
SOPP-210	<a href="#">SOP-SAMD</a>	92.0	13 Feb 2024	Overdue
RMPNVS-1	<a href="#">RISK MANAGEMENT PLAN Template T-196 Rev A, ECO 21-0021</a>	4.0	4 Mar 2022	Overdue
SOP-89	<a href="#">Spire Integrated Solutions Demo Example</a>	1.0	26 Sep 2023	Completed

4 items Show 15 < Page 1 >

**Qualio** << >>

- Dashboard
- Documents
- Training
  - Your training**
  - Organization training
  - Training plans
- Events
- Design controls
- Suppliers
- Reports
- Analytics
- Settings
- Laura Ungrad [→]

## 2 Training Plans for rapid organizational training at scale

Repetitive admin tasks like assigning training document-by-document or user-by-user sap your precious time.

Training Plans let you combine multiple training requirements into a single parcel, then push it to any system group you choose.

Train your laboratory team on a group of new SOPs, get your management team ready for their ISO 9001 review, or push a set of audit preparation training to your entire business. The choice is yours.

The screenshot shows the 'Add training plan' form in the Qualio application. The left sidebar contains a navigation menu with options: Dashboard, Documents, Training (expanded), Events, Suppliers, Reports, Analytics, Settings, and Sign out. The 'Training' section is further divided into 'Your training', 'Organization training', and 'Training plans' (which is highlighted). The main form area is titled 'Add training plan' and includes the following fields:

- Title \***: A text input field containing 'Engineering Supplier Review'.
- Description**: A text area containing a detailed description of the Engineering Supplier Review process.
- Groups \***: A dropdown menu labeled 'Select Groups...'. Below it, a note states 'Select at least one group that is required to train on the following documents'. A table lists the selected group: 'Engineering'.
- Documents \***: A dropdown menu labeled 'Select Documents...'. Below it, a note states 'Select at least one document'. A table lists the selected document: 'SOP-20' with the title 'Supplier Qualification Procedure'.

Each item in the tables has a link icon and a trash icon. The bottom right corner of the interface features a chat bubble icon.

## 2 Training Plans for rapid organizational training at scale



### Get to market 6 months faster!

Qualio also provides over 100 pre-built, audit-tested and industry-specific document templates, from quality manuals and management reviews to risk management plans and SOPs, to save you the time-consuming work of building a quality document stack and training colleagues on it yourself. Simply populate your templates, then cascade them for business-wide training with Training Plans to save yourself up to half a year of work and get your team compliant and market-ready at lightning speed.

The screenshot shows the 'Add training plan' form in the Qualio application. The left sidebar contains a navigation menu with options: Dashboard, Documents, Training (expanded), Events, Suppliers, Reports, Analytics, Settings, and Sign out. The 'Training' section is further divided into 'Your training', 'Organization training', and 'Training plans' (selected). The main form area is titled 'Add training plan' and includes the following fields:

- Title \***: Engineering Supplier Review
- Description**: Engineering Supplier Review is a critical process that evaluates the performance, quality, and reliability of suppliers in delivering materials or services. This review involves assessing suppliers' compliance with technical specifications, quality standards, delivery timelines, and cost-effectiveness.
- Groups \***: Select Groups... (dropdown menu)
- Documents \***: Select Documents... (dropdown menu)

Below the 'Groups' field, there is a message: 'Select at least one group that is required to train on the following documents'. A table lists the selected group:

Group name
Engineering

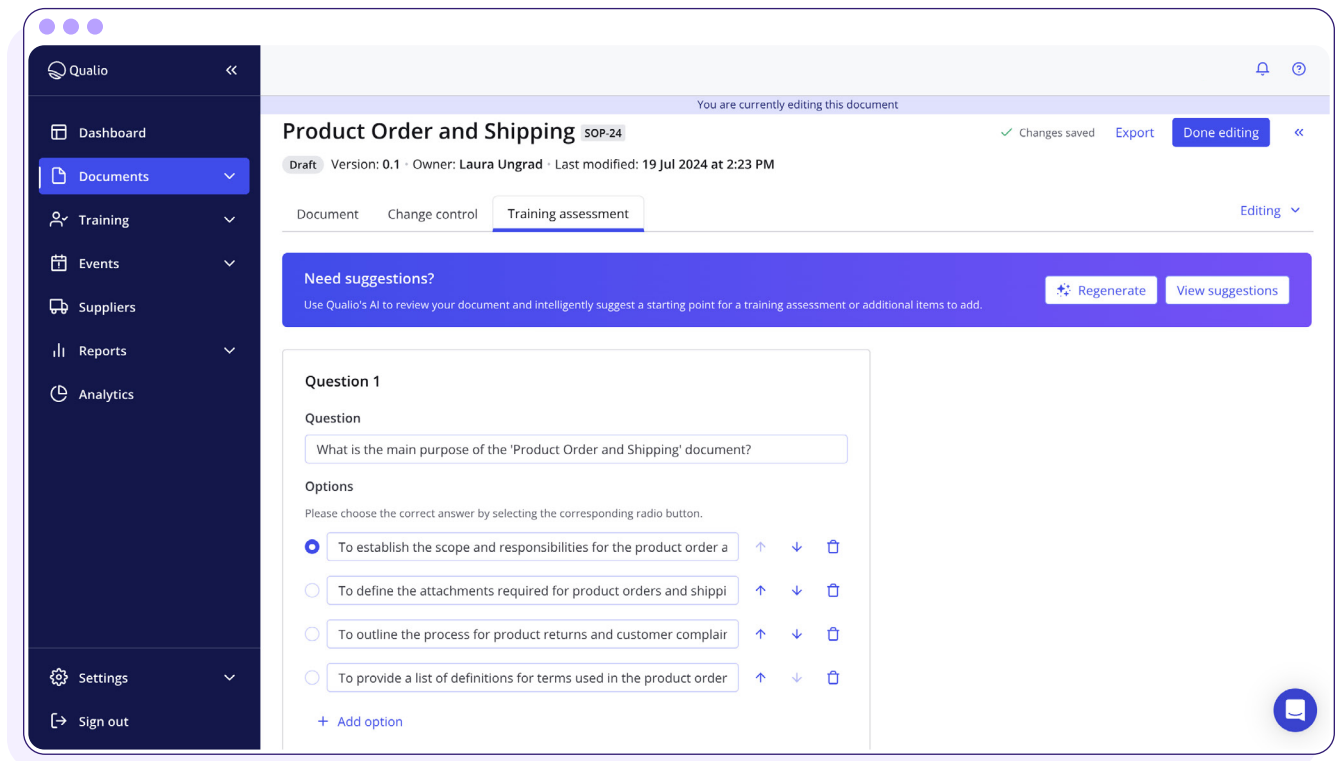
Below the 'Documents' field, there is a message: 'Select at least one document'. A table lists the selected document:

ID	Title	Tags
SOP-20	Supplier Qualification Procedure	

# 3 Flexible training management for ever-evolving needs

Creating and distributing training to your workforce has never been easier — and since Qualio is cloud-powered, your colleagues can complete training from anywhere in the world with an Internet connection.

Qualio's Training area is designed to integrate seamlessly with the Documents area. This allows you to flexibly link training requirements to specific documents, such as SOPs, policies and process documents — while eliminating the confusion and duplication of siloed document and training management systems.



# 3 Flexible training management for ever-evolving needs

Simply choose your training requirements for every document template in the system, including:

- › If training is to be required
- › If new document versions require retraining

To support a centralized quality culture, for instance, a quality manual might require training and acknowledgment from all staff members, with retraining as new versions are published. A design input file, on the other hand, might not require training at all.

Training set up at template level

QM Quality Manual

Status: Effective · Version 1

Default Content Properties

Eligible for training: Yes

Require retraining on each version: Yes

Periodic review period: None

Review limit: None

Approval limit: None

Effective on approval: Yes

Show section titles: No

Download permissions for upload format: Owner

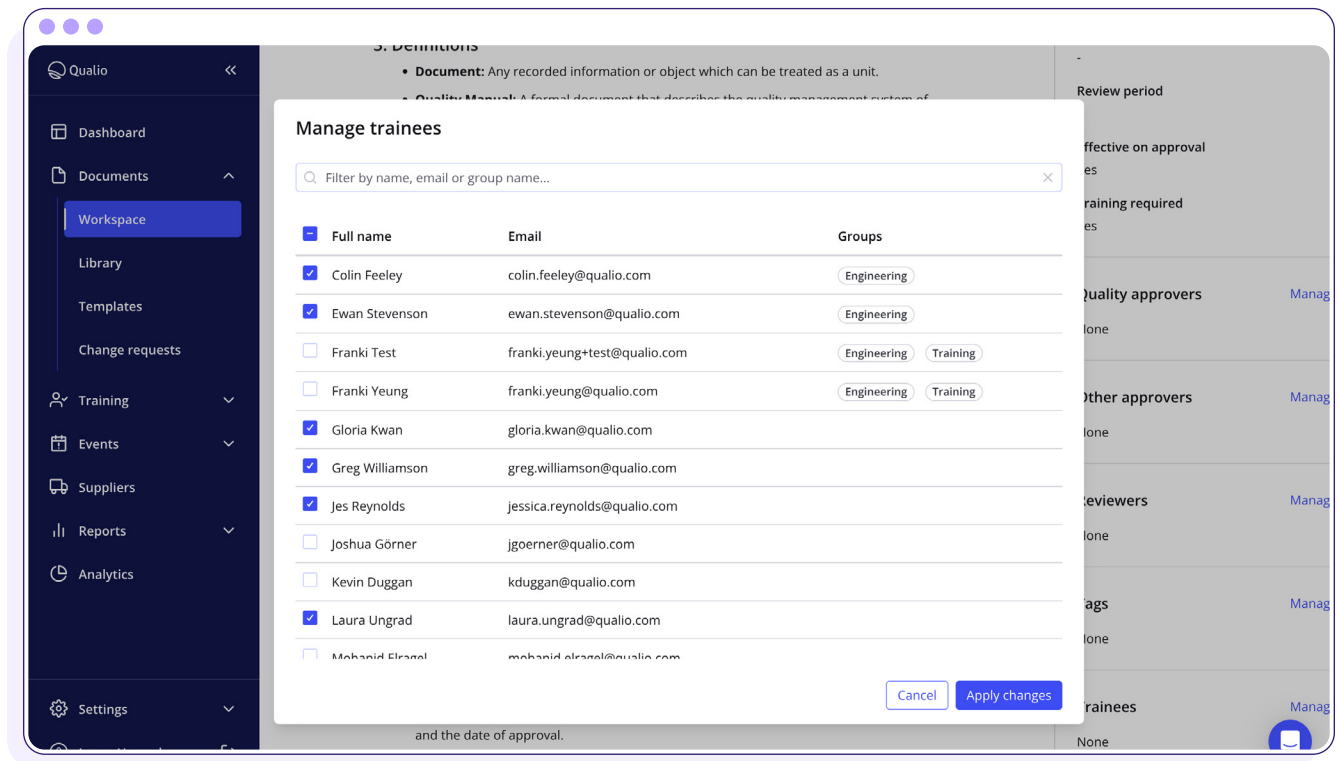
# 3 Flexible training management for ever-evolving needs

Then, as you build a document using your template, designate trainees at the touch of a button.

Qualio is designed to give you complete flexibility in how you distribute and train your users on documents.

Need to quickly schedule new training after an audit finding or quality event? Add fresh trainees and retraining at the touch of a button.

Want to get your users fully trained before a document goes live? Simply order a document not to automatically become effective on approval to create an interim period for training users.



# 3 Flexible training management for ever-evolving needs

Want to record external training too, like attendance at an ISO 17025 course or a cGMP conference?

Build a summary document within Qualio, attach key documents like attendance logs and training materials, and push the document to the course attendees within the system.

The screenshot shows the Qualio software interface. On the left is a dark sidebar with navigation icons and labels: Qualio, Dashboard, Documents (selected), Training, Events, Suppliers, Reports, and Analytics. The main content area is divided into sections: Internal Auditors, 3. Purpose, 4. Definitions, and 5. References. The 5. References section lists attendees and a linked document: [ISO17025-Course\\_Attendance-List.pdf](#). A callout box with an arrow points to this link, containing the text "Linked document". On the right side of the interface, there are fields for "Training required" (Yes), "Quality approvers" (None), "Other approvers" (None), "Reviewers" (None), "Tags" (None), and "Trainees" (None), each with a "Manage" link. At the bottom right is a chat icon.

# 3 Flexible training management for ever-evolving needs

Need to add an extra layer of assurance to your training activity? Add customizable quizzes, with a system-enforced 100% pass rate requirement, to test understanding before training can be signed off.



## AI automation for accelerated training processes

Want to automate those training assessments? Enjoy AI generation of assessment questions based on your document content. Review the generated quiz, tweak if you want to, and launch it in seconds.

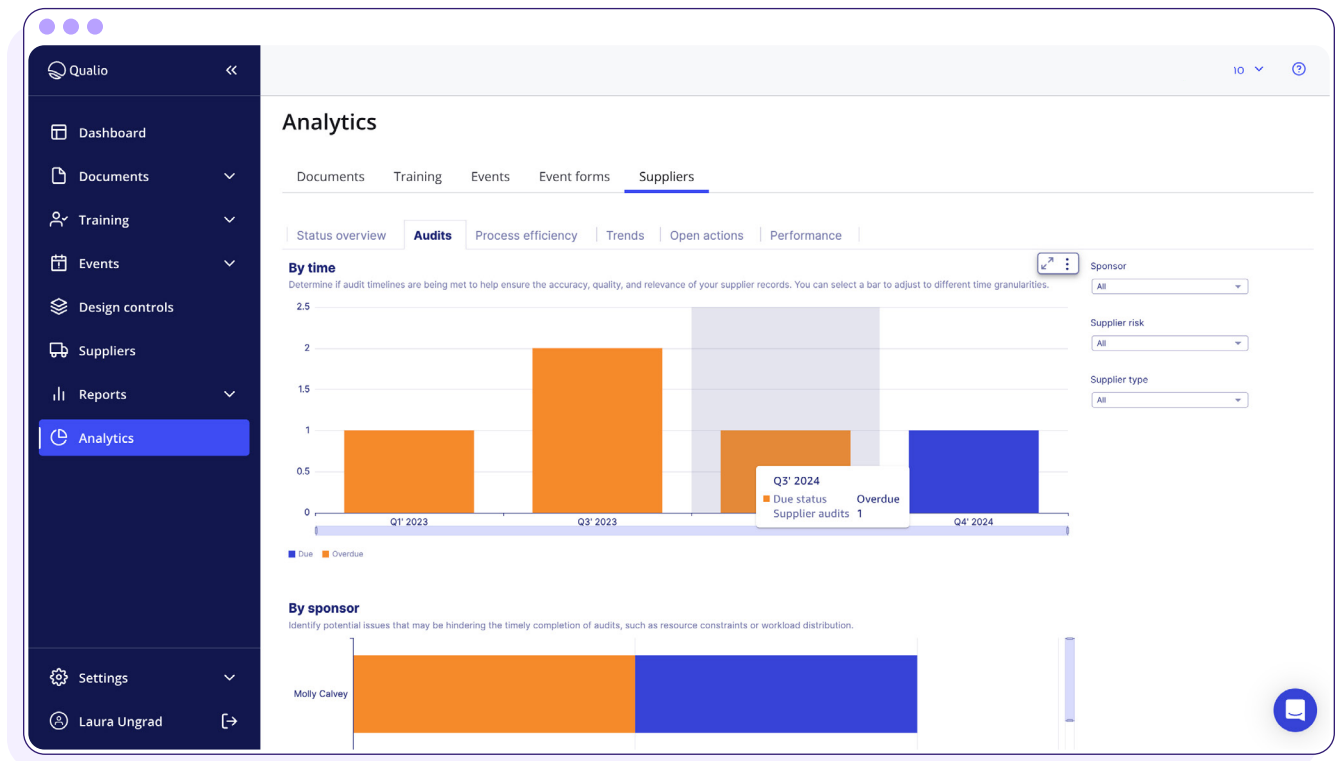
The screenshot displays the Qualio AI interface. On the left is a dark sidebar with navigation options: Dashboard, Documents (selected), Training, Events, Suppliers, Reports, and Analytics. At the bottom of the sidebar are Settings and Sign out. The main content area is titled 'Product Order and Shipping' (SOP-24) and shows document metadata: Draft, Version: 0.1, Owner: Laura Ungrad, Last modified: 19 Jul 2024 at. Below this are tabs for Document, Change control, and Training assessment. A blue box prompts 'Need suggestions?' with the text 'Use Qualio's AI to review your document and intelligently suggest a starting point for...'. To the right, a 'Qualio AI' panel is open, featuring 'Regenerate' and 'Accept' buttons. It contains two sections of generated questions with multiple-choice answers. The first question asks for the main purpose of the document, with the correct answer being 'To establish the scope and responsibilities for the product order and shipping process.' The second question asks who is responsible for ensuring proper execution, with the correct answer being 'The Shipping Coordinator'. A third question is partially visible at the bottom.

# 4 Total visibility for confident oversight

Understanding the state of play with your organization's current compliance status is a vital requirement for quality teams — especially as an incoming audit gets closer and closer on your calendar.

By centralizing all training activity, Qualio Analytics allows at-a-glance visibility of training completion status for individual documents, by groups such as departments and teams, and even for individual system users.

Spot bottlenecks, undertrained departments or training slackers — then ensure those gaps are plugged!



# 5 Automatic compliance for peace of mind

Being compliant and audit-ready means being able to quickly and confidently point to comprehensive and fully controlled training records. Qualio is designed to embed seamless and automatic compliance into your training activities.

Qualio cannot be accessed without a username and password, keeping your training management system secure.

The Training area is designed to give your business fully audit-trailed, demonstrable acknowledgment and understanding of system documents: perfect for proving workforce competence to your auditors.

**Organization training** All time Export

**46%** Training completed **163** Completed **0** Due **188** Overdue

Documents Groups Employees

Search...

143 items Show 15 Page 1

ID	Title	Version ↑	Approved	Next review	Completion	Status
RA-5	<a href="#">Cyclomedica Risk SOP</a>	1.0	17 Jun 2020	16 Jun 2022	100%	Completed
SOP-102	<a href="#">NOVA Biologics Complaint</a>	1.0	2 Jun 2020	2 Jun 2022	100%	Completed
SOP-97	<a href="#">Kymanox Demo Example</a>	1.0	29 May 2020	29 May 2022	100%	Completed
QM-2	<a href="#">Quality Manual</a>	1.0	17 Apr 2020	17 Apr 2022	100%	Completed
FMEA-4	<a href="#">Product FMEA</a>	1.0	19 Apr 2020	19 Apr 2022	100%	Completed
EQR-5	<a href="#">Quick Clot Equipment Part</a>	1.0	2 Apr 2020	2 Apr 2021	10%	Overdue

# The ROI of Qualio

Manual, paper-based training systems bring a slew of hidden costs to your business, which a Qualio investment completely eliminates.



[Get your ROI figure ›](#)

**\$8m** Average cost of a product recall

**\$400k** Average cost of an FDA warning letter

**89%** of life science companies have experienced unplanned downtime from suboptimal training and employee misunderstanding

**85%** of those businesses saw reputational damage

Over a third lost business

# 12 reasons to manage your training within Qualio



Hear from our customers!

[Read their success stories with Qualio ›](#)

1

Dedicated life science eQMS vendor with over 650 regulated customers

2

Dramatic reduction in training costs and 90+% reduction in training admin

3

Clean and intuitive UX with ease of use at the forefront to maximize training engagement

4

Cascade training at scale with Training Plans

5

Secure cloud-based access from anywhere

6

Build role-specific pathways and bespoke workflows for training allocation and completion

7

Audit trailing, e-signatures and action histories for total compliance

8

Access a clear and simple single source of truth for all training activity

9

Test understanding with customizable quizzes – and generate them with AI

10

Drive faster onboarding with streamlined role-based training

11

Deep analytics to keep on top of your training management system

12

Raise new requirements on the fly in response to quality events and upcoming audits



# *Take control of your quality and compliance*

We'll answer your questions, give you a live tour of Qualio and help you determine if we're a good fit for your organization.

[Schedule a demo with us](#)

