

FEDERATED DATA PLATFORM (FDP) CENTRE OF EXCELLENCE

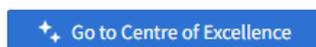
The Federated Data Platform (FDP) gives you access to the Centre of Excellence (CoE) which supplies the following resources:

- **Academy** – Demo versions of the main products and Video Guides:
 - Bitesize, standalone
 - As part of an assessed course
 - An unassessed course, for a refresher
- **Knowledge Hub** – for Product User Guides and Release Notes
- **Events** – Online sessions to support new users; usually product-specific
- **Communities** – not clear how developed this is, for the FDP products in use at the Trust

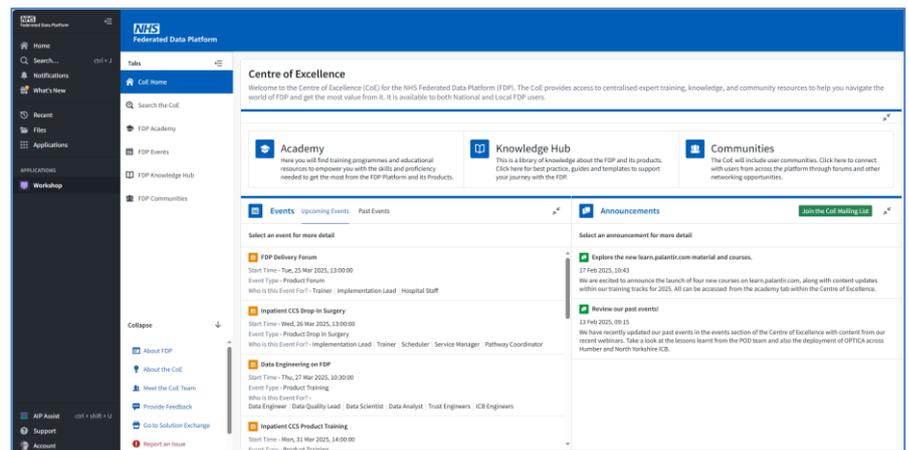
Standard functionality is listed within the below sections.

ACCESS

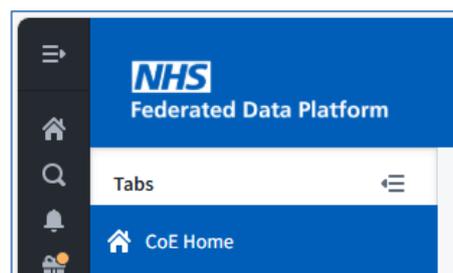
Click on the **Centre of Excellence** button, bottom-left of the FDP Sidebar



The Centre of Excellence Homepage opens a new tab within the browser:



The black sidebar is the main Foundry application that the FDP sits within. You can minimise this.



Click the relevant Menu item on the CoE's left sidebar:

FDP Academy, FDP Knowledge Hub, FDP Events, FDP Communities

The relevant page displays – see the sections below for how to access the resources against each page.

ACADEMY

Stick with the Product Training selected, top-left, not the Platform.

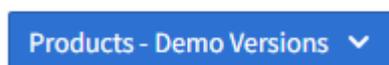
Note: An Academy Suggestions box is available to suggest future offerings. An Academy Feedback survey can be completed and sent to the team that manages this area.

Top-left, you can open a Demo version of the product you want to play in, to get used to what you have learned in a safe environment.

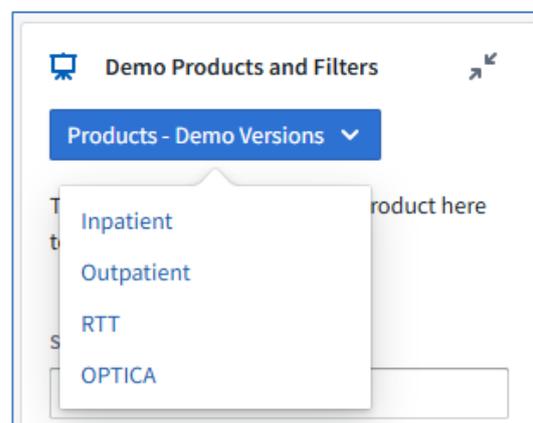
Below that, Filters show for the particular product video guides you are interested in e.g. Inpatient

PRODUCT DEMO ACCESS

Click **Products - Demo Versions** button



The 4 main product options display:



Select Inpatient, Outpatient, RTT or OPTICA

A new tab opens in your browser, in the Training version of that product.

VIDEO GUIDES ACCESS

Click the **radio** button for the product you are interested in: Inpatient, Outpatient, RTT or OPTICA

PRODUCT

Cancer 360

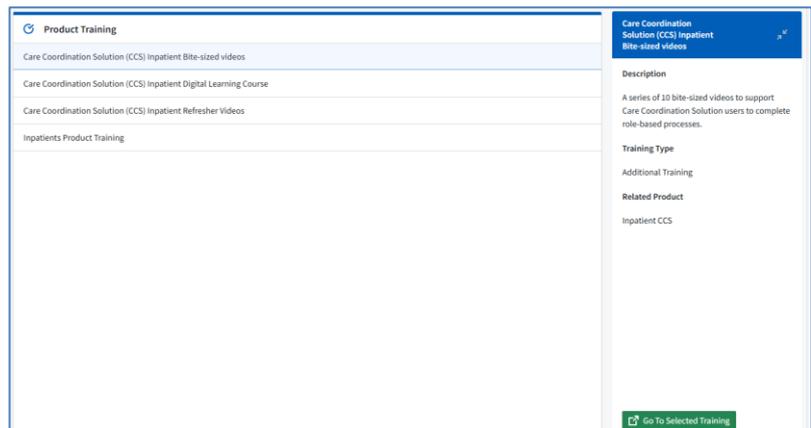
Inpatient CCS

OPTICA

Outpatients CCS

RTT CCS

The product's Video Guides display e.g. Inpatient:



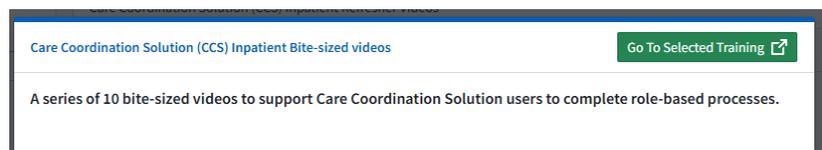
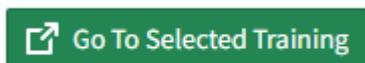
Click on each item to read a Description for the offering, in the right-hand sidebar.

Click on the offering that you want to proceed to

The right-hand sidebar confirms what you are about to open.

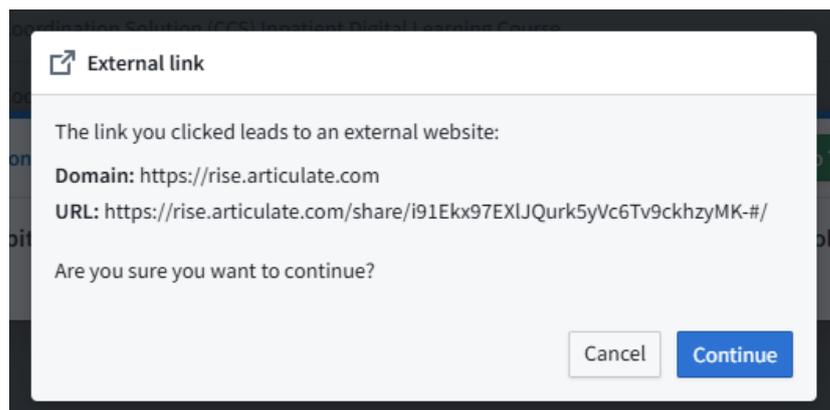
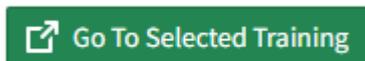
Click **Go To Selected Training** button, bottom-right

A pop-up confirms the content you have selected, in most cases:



Click **Go To Selected Training** button, in the pop-up window

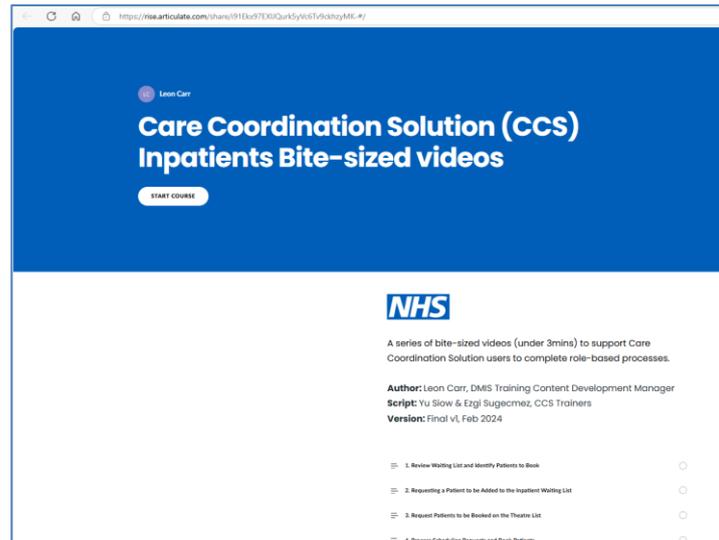
A pop-up displays to confirm you are leaving the FDP page:



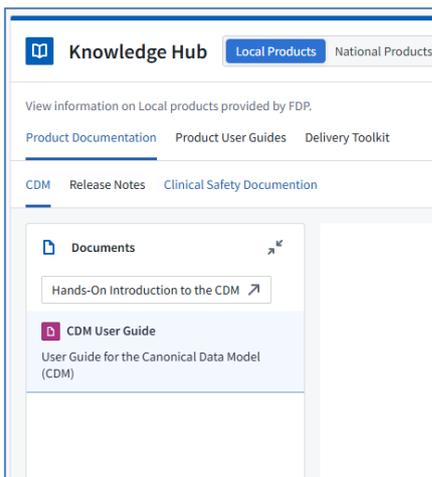
Click **Continue** button



A new tab opens in your browser, to display the content:



KNOWLEDGE HUB

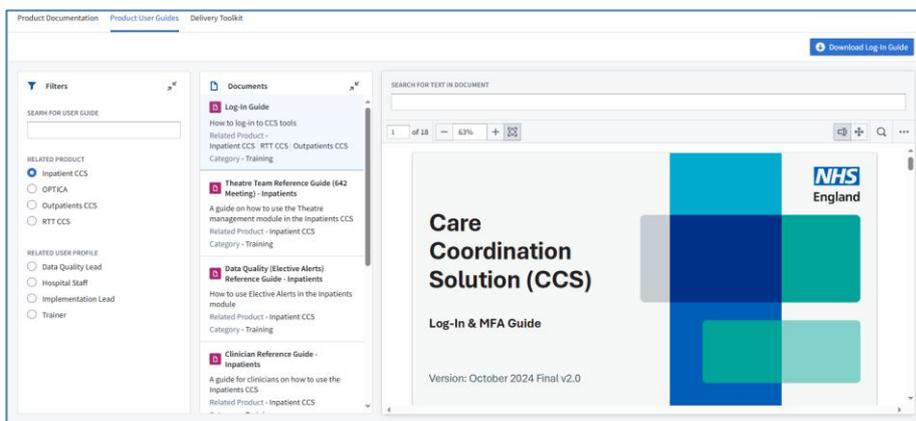


Release Notes – Available tab selection under the **Product Documentation** tab.

Product User Guides – available under the tab of the same name.

You shouldn't need to view any of the other documentation within the Knowledge Hub.

Once you have selected the related product, selecting the Guide displays it on the right with an option to be able to download it.



EVENTS

With Upcoming Events selected, top-left, select, the **Product Drop-in Surgery**, **Product Training** Event Type or Product Name, to filter the list.

Note: An Event Suggestions box is available to suggest future offerings. An Event Feedback survey can be completed and sent to the team that manages this area.

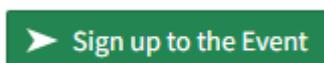
The screenshot shows the 'Events' interface. At the top, there are tabs for 'Events', 'Upcoming Events', and 'Previous Event Materials'. On the right, there are buttons for 'Event Suggestions' and 'Event Feedback'. Below the tabs, a message states: 'Sign up here for events such as Product Spotlights, Drop-in Surgeries, Webinars and Bootcamps to learn more about FDP. Events will be organised either in-person, virtual or hybrid.' On the left, there is a 'Filters' sidebar with sections for 'EVENT', 'WHO IS THIS EVENT FOR?', 'PLATFORM APPLICATION', 'EVENT TYPE', and 'PRODUCT NAME'. The 'EVENT TYPE' section has radio buttons for 'Product Drop in Surgery' and 'Product Training'. The 'PRODUCT NAME' section has radio buttons for 'Inpatient CCS' (which is selected) and 'RTT CCS'. The main area, titled 'Upcoming Events', lists two events: 'Inpatient CCS Drop-In Surgery' (Wed, 26 Mar 2025, 13:00:00) and 'Inpatient CCS Product Training' (Mon, 31 Mar 2025, 14:00:00).

Click on the Event you wish to attend

A pop-up window displays the Event, whether Product Training or a Drop-in Surgery to enable staff to ask questions about use of the product:

The pop-up window is titled 'Inpatient CCS Drop-In Surgery' and has a 'Close' button in the top right. The content includes: 'Event Description - Do you have a question relating to how to use the Inpatient CCS product? Join this session to ask for help!', 'Who is this Event For? - Implementation Lead | Trainer | Scheduler | Service Manager | Pathway Coordinator', 'Event Start Time - Wed, 26 Mar 2025, 13:00:00', 'Event End Time - Wed, 26 Mar 2025, 13:30:00', and 'Event Type - Product Drop in Surgery'. At the bottom right, there is a green button with a right-pointing arrow and the text 'Sign up to the Event'.

Click **Sign Up to the Event** button



A pop-up displays to confirm you are leaving the FDP page:

The pop-up is titled 'External link' and has a close button in the top right. The content includes: 'The link you clicked leads to an external website:', 'Domain: https://events.teams.microsoft.com', 'URL: https://events.teams.microsoft.com/event/71fbf0e1-8359-4465-b37c-139...', and 'Are you sure you want to continue?'. At the bottom right, there are two buttons: 'Cancel' and 'Continue'.

Click **Continue** button



A new tab opens in your browser, to display the Event you need to book onto. Follow onscreen prompts to book on.

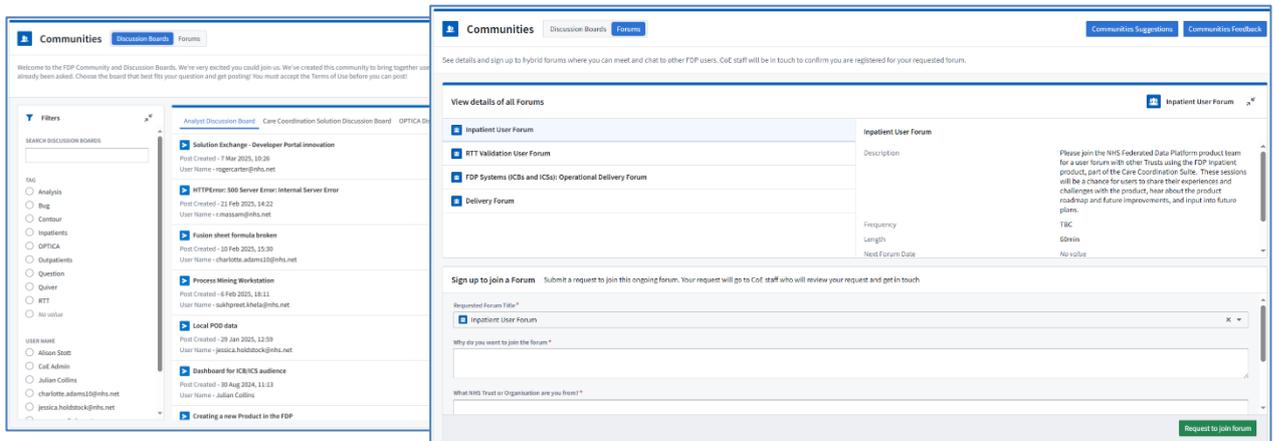
COMMUNITIES

At the time of writing, it is not clear how developed this is, for the FDP products in use at the Trust. Your Department may not use this functionality.

The **Discussion Boards** tab enables you to filter by a number of Tags or Users who have posted to the boards. The boards are open to you, by default.

The **Forums** tab displays the available forums in the Communities area. The forums are closed to you, by default. You have to sign up to individual forums. A forum here means a meeting to go through user experiences, challenges, updates on the product roadmap, future improvements, and opportunity to input into future plans.

Note: A Communities Suggestions box is available to suggest improvements to the area. A Communities Feedback survey can be completed and sent to the team that manages this area.



DISCUSSION BOARDS

Once on the Discussion Board tab, click on the **Care Coordination Solution Discussion Board** tab

All posts for this board displays:



At time of writing, there was only one post welcoming users to the board from July 2024.

FORUMS

Once on the Forums tab, click on the required forum option, top-left

The Forum Sign Up form displays:

Complete the form then click the **Request to Join Forum** button, if you want to be involved.