

RISOVENT

Redefining the employee role in the modern era

Training Title:

Redefining the employee role in the modern era

Training Provider Details:

- **Company Name:** RISOVENT LTD
- **Registered Address:** White Building Studios, 1-4 Cumberland Place, Southampton, UK, SO15 2NP.
- **Email:** contact@risovent.com
- [Click here to read more about the trainer.](#)

Detailed Description of the Training

1. Training Summary

- This training workshop explores how the traditional employee role is being redefined in the modern workplace. With AI and automation taking over repetitive management and supervision tasks, employees now have the capacity to contribute in new and more impactful ways. The session raises awareness of how design innovation skills is no longer reserved for specialists but are spreading across all industries and job functions. Participants will understand why innovation literacy and digital fluency are essential skills in today's workplace and how they can apply them to create new solutions, frameworks, and new ways of working.

2. Training Aim

- To raise awareness among employees about how their roles are evolving in the AI-driven workplace, and to inspire them to embrace design innovation and digital fluency as everyday skills that can be applied to improve their work and contribute to organisational progress.

3. Learning Outcomes

By the end of this training workshop, participants will be able to:

- Explain how AI and automation are reshaping traditional employee responsibilities.
- Analyze why design innovation is becoming essential across all job roles and industries.
- Identify opportunities within their own workplace where innovation methods could be applied.
- Evaluate how their current role can evolve from task execution to innovation contribution.
- Create a personal role map that illustrates how they can integrate innovation literacy and digital fluency into their daily work.

4. Overview of the Training

- **Welcome and Icebreaker**
Participants share first impressions of how AI has already influenced their work, setting the stage for deeper exploration.
- **Part 1: The Expanding Role of Employees**
Guided discussion where participants reflect on how their responsibilities can evolve beyond routine tasks, moving toward problem-solving and innovation.
- **Part 2: Why Innovation Skills Matter**
An interactive session that introduces design innovation, design thinking, and HTI, showing how these practices are spreading from specialist teams into everyday roles.
- **Part 3: How AI is Reshaping Work**
Mini-lecture with workplace cases illustrating how AI and automation handle repetitive and supervisory tasks, freeing time for higher-level contributions.
- **Part 4a: Individual Reflection**
Participants list their current tasks and identify which could be automated or supported by AI. They then reflect on opportunities where they could take on more innovative responsibilities.
- **Part 4b: Small-Group Role Mapping**
Teams create a “Role Map” comparing old roles (routine tasks) with new roles (innovation opportunities). Groups discuss insights and common themes emerging from their maps.
- **Wrap-Up and Key Insights**
A brief recap where participants reflect individually on the most important takeaway and how they can begin applying it in their workplace.

Pre-Contractual Information

- **Business Name, Contact Details, and Address:** As provided above.
- **Description of Services:** Our training workshop combines lectures, interactive exercises, group discussions, scenarios and problem-solving activities. Participants will engage in self-assessment, collaborative exercise, and practical application to achieve the learning outcomes. [More details are available above in points 1 to 4.](#)
- **Price and Taxes:** The total price, including all applicable taxes (if any and where applicable), is detailed on our [Pricing Page](#). The service fee is transparent, with no hidden charges. Please note that for face-to-face training only, additional expenses such as transportation and accommodation are not included and will be charged separately if applicable.
- **Payment Methods:** Payment must be made via bank transfer to RISOVENT LTD's business bank account. Account details will be provided upon issuing and sending you an invoice.
- **Consumer's Obligation to Pay:** By confirming this service and signing the contract via email, you agree to the payment terms and acknowledge your obligation to pay the total amount due within 10 days of receiving the invoice via email.
- **Immediate Confirmation:** Following your agreement to proceed, you will receive an email confirmation of your intent to engage our services.
- **Contract Delivery Timing and Procedure:** The contract will be delivered via email once the service is confirmed by email. This ensures that the contract includes all terms before any party signs. The service terms and conditions, along with the contract and any other supporting documents, will be provided to the client via email.
- **Contract Format:** Sent in a PDF or Word format that you can easily save and print.
- **Opportunity for Questions and Modifications:** We strongly encourage you to review the contract details and any supporting documents, request modifications, and ask questions before

signing. Please confirm acceptance by signing the contract and returning it via email.

- **Acknowledgment of Receipt:** Required from clients to ensure you have received and understood all contractual documents.
- **Cancellation Rights:** You have the right to cancel this contract within 14 days of signing, without providing any reason. To exercise the right to cancel, you must inform us of your decision through a clear statement by filling the contact form on <https://risovent.com/contact> or by sending an email to contact@risovent.com
- **Standard Cancellation Form:** Available via email or contact form upon request.
- **Accessibility of Information:** Alternative formats of training materials and pre-contractual information are available upon request. Please contact us for more information.
- **Technical Requirements for Online Participation:** To participate in the online training via Microsoft Teams, you will need:
 - A computer or tablet with audio and video capabilities.
 - A stable internet connection.
 - The latest version of Microsoft Teams installed.
 - A compatible operating system (Windows 10 or later, macOS 10.13 or later).
 - Recommended: A headset with a microphone for optimal audio quality.
- **Complaint Handling Policy:** We are committed to providing quality services. If you have any complaints, please contact us at contact@risovent.com. We aim to acknowledge all complaints within 2 business days and resolve them as soon as possible. Please refer to our [Complaint Handling Policy](#) for more details.
- **Need to Make a Change:** If you need to make any changes or correct any errors, please contact us at contact@risovent.com

- **Duration and Termination Conditions:** The contract includes the duration of the training workshop and any agreed-upon post-training support. Either party may terminate the contract under the conditions specified in the Service Terms and Conditions. The service terms and conditions, along with the contract and any other supporting documents, will be provided to the client via email.
- **Contents of the Service Agreement**
The formal Service Agreement will outline the full terms of engagement, which may include details such as the training scope, total fees, payment terms, delivery schedule, client responsibilities, confidentiality, intellectual property, cancellation, and termination conditions, as well as any content or materials related to the provided RISOVENT service. The exact terms may vary depending on the service provided. This document will be sent to the client for review and signature before any payment is made or service delivery begins. The Service Agreement will also incorporate RISOVENT LTD's Service Terms and Conditions, which will be shared with the client at the time of contract preparation.

Certificate of Attendance

- RISOVENT LTD issues certificates of attendance to all participants who successfully complete the training workshop. It is important to note that these certificates are not accredited by any external body. Their sole purpose is to only confirm that participants have attended the workshop, and they do not imply any professional qualification or endorsement. Additionally, issuance of the certificate of attendance is optional and will only be provided to participants upon their request.

Contract Delivery and Client Interaction

- **Contract Delivery Timing and Procedure:** The contract will be delivered via email as soon as possible after the service is confirmed, ensuring that the contract reflects all terms before any party signs.
- **Opportunity for Questions and Modifications:** Strongly encouraged before signing the contract. Clients can review the contract details, request modifications, and confirm acceptance via email.
- **Acknowledgment of Receipt:** Required from clients to ensure that you have received and understood all contractual documents.

Target Audience

- Employees at any level who want to understand how their workplace attitudes, team culture, and self-efficacy affect their intention to innovate and how to turn that intention into real action.
- Team leaders and managers who want practical ways to help their teams move beyond ideas, by translating innovative intentions into applied behavior and measurable workplace outcomes.

Duration and Scheduling

- Four-hour training workshop

Training Format and Location

- Online via Microsoft Teams or face-to-face* at the client's workplace

Participant Capacity

- Maximum of 30 individuals per session.

Financial Information

- **Payment Terms:** Due within 10 days of sending the invoice via email.

Total Price

- [Please read the price page by clicking here.](#)

Cancellation Policy

- You have the right to cancel the service and contract within 14 days of signing, without providing any reason.

Privacy Policy

- To learn more about RISOVENT LTD's Privacy Policy, please [click here](#).

Additional Notes

- Both online and face-to-face* training are available for clients based in the United Kingdom (UK).
- For organisations or companies based outside the UK, online training is available worldwide.
- Face-to-face training for international clients may also be available depending on RISOVENT LTD physical availability and travel capacity.
- If face-to-face delivery is not possible, the training can still be delivered online.
- **** For face-to-face training delivered to clients, please note that the training fee does not cover additional expenses such as transportation and accommodation.***

More Information

- For additional details, please visit the **FAQ** page on the RISOVENT website by [clicking here](#). If you have further questions, feel free to contact us at contact@risovent.com

Outline schedule – The following plan can be updated or modified

Duration	Session Segment	Format
10 minutes	Welcome & Icebreaker	Group sharing, informal intro
35 minutes	Part 1: The Expanding Role of Employees	Interactive mini lecture
30 minutes	Part 2: Why Innovation Skills Matter	Interactive mini-lecture
10 minutes	Break 1	Coffee/Tea break
30 minutes	Part 3: How AI is Reshaping Work	Concept explanation + real workplace cases
50 minutes	Part 4a: Individual Reflection	Interactive discussions
10 minutes	Break 2	Coffee/Tea break
70 minutes	Part 4b: Small-Group Role Mapping	Group exercise
5 minutes	Wrap-Up & Insight	Quick recap
Total = 4 hours workshop		