



*Confessions of a
dirty customiser*

Our Journey to a New Theme

Totara User Group 8 August 2019

Tina Griffin, Principal Advisor Digital Learning

Ministry for Primary Industries





Agriculture
& Investment
Services

Tapuwae Ahuwhenua



Biosecurity NZ

Tiakitanga Pūtaiao Aotearoa



Fisheries NZ

Tini a Tangaroa



NZ Food Safety

Haumarū Kai Aotearoa



Te Uru Rākau

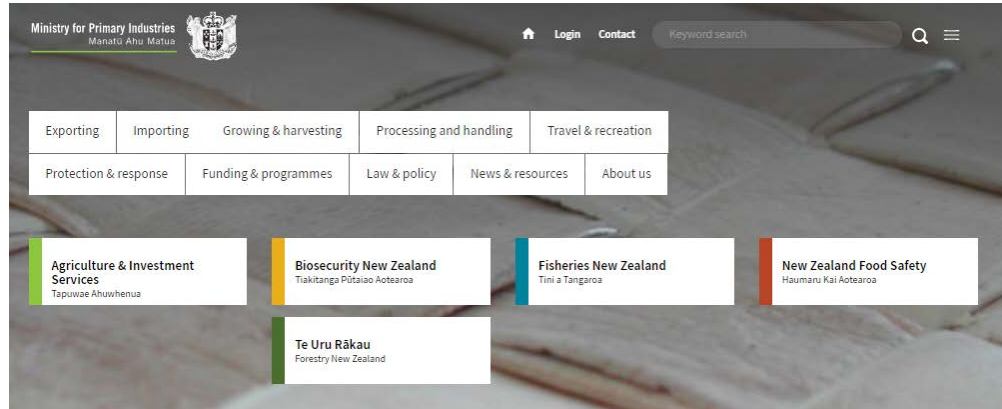
Forestry New Zealand

52 Acts of Parliament Numerous Responses

The Ministry for Primary Industries is helping to

- seize export opportunities for our primary industries
- improve sector productivity
- ensure the food we produce is safe
- increase sustainable resource use
- and protect New Zealand from biological risk.

The context



**New Government
November 2017**
“MPI will cease to exist”

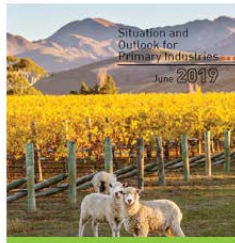
Created 5 brands

MPI website updated



Protecting dolphins

Have your say on the Threat Management Plan for Hector's and Māui dolphins.



Exports

Our latest report on the performance of New Zealand's primary exports.



Sustainable fishing

We want your feedback on proposed sustainability measures for some fish stocks.



1B Trees

Find out about the One Billion Trees Fund.



Mycoplasma bovis

Advice, support, and compensation information for affected farmers.



Starting a food business?

Follow our steps to make sure the food you make and sell is safe and suitable.



Coming to NZ?

Find out what you can bring - what's banned and what you must declare.



Animal welfare

We want your feedback about new regulations for surgical procedures on animals.



General feedback



Tiritiri
Develop and Grow

Home My Learning My Team Reports Find Learning Search course... Welcome back Kristina Griffin LOG OUT

Evidence & Evaluation in the Policy Cycle: sign up now

Peer review: Refine your writing

Challenge of Change: Resilience Training Course

Tiritiri Outage: Thursday 4 April 4pm - Saturday 6 April 12 noon
Tiritiri will be out for maintenance from Thursday 4pm, 4 April to Saturday midday, 6 April while we work on bringing you some exciting new changes. Please keep learning by undertaking meaningful on the job experiences and asking for coaching or support. We apologise for any inconvenience.

My Current Learning

Type	Course Title	Course Enrol Date	Progress
ACE - OneNote	ACE - OneNote	12 Nov 2018	<input type="checkbox"/>
AgileLD - Agile for L&D	AgileLD - Agile for L&D	13 Feb 2018	<input type="checkbox"/>

Upgraded to 9

420 courses

Theme 4 years old - Feedback

- Dated
- No brand presence
- Hard to find things
- 'Flat'



Browse & Search



Tiritiri Develop and Grow

Home My Learning My Team Reports Find Learning Search course... Welcome back Kristina Griffin LOG OUT

Home > Courses

Search courses: Go

Administration
Site administration

Leadership (11)

- Aspiring Leaders
- Inside Out: Leading the Way
- Leaders and Managers Learning Hub
- Leadership Career Pathway
- Leadership Essentials

- Management Foundations
- MPI Graduate Development Programme: For Managers and Mentors
- Outward Bound MPI Leadership
- Outward Bound Scholarship Applications
- People Leadership
- Professional Specialists Leadership Programme (PSLP)

Essentials (65)

Tiritiri Develop and Grow

Home My Learning My Team Reports Find Learning Search course... Welcome back Kristina Griffin LOG OUT

Home > Courses > Search > fish

Search Results: 14

Business Intelligence (BI) Hub

Business Intelligence (BI) involves transforming operational database sources into useful and meaningful data, add additional metrics for analytical ease of use. Includes subject areas such as TRS Reporting, Laboratory Information, Border Clearance, and a variety of Fisheries datasets.

Category: Corporate

Commercial Fisheries

The course provides the foundation required for Fishery Officers to carry out their duties within the Commercial Fisheries sector. This is achieved by providing an understanding of the New Zealand Commercial Fishing Industry and the regulatory systems that govern it.

Category: Operational

Compliance Career Development Framework Overview

Courses covering essential compliance, investigations, and enforcement skills. Includes a compliance focus for fisheries, animal welfare, biosecurity, food, forestry and other legislation that MPI administers.

Category: Operational

Course page



Tiritiri Develop and Grow
FFRI

Home | My Learning | My Team | Reports | Find Learning
Welcome back Kristina Griffin | LOG OUT

Home > Courses > Operational > Commercial Fisheries

Commercial Fisheries

Welcome

This three week course will see participants trained and assessed in areas that relate to the commercial fishing sector and its relevant legislation. The three week course is a continuation from the compliance role specific training and is intended for those with a primary role enforcing the Fisheries Act 1996.

The course provides the foundation required for Fishery Officers to carry out their duties within the Commercial Fisheries sector. This is achieved by providing an understanding of the New Zealand Commercial Fishing Industry and the regulatory systems that govern it.

This three week residential course includes both classroom and practical based learning with the opportunity to visit and interact with Industry.

While the course focuses on the inspectorate it will also benefit Analysts and Investigators working within the fisheries sector.

Audience: Fishery Officers/Analysts/Investigators

Course completion: Learners must:

- Attend the full three week residential course.
- Complete and submit to Tiritiri, a Pre-Course assignment (worth 10% of total course grade)
- Achieve a grade of 80% or more on the week 1 assessment (worth 30% of total course grade)
- Complete and submit to Tiritiri, the FIS Assessment (worth 20% of total course grade)
- Complete and submit to Tiritiri, the LFR Visit Jobsheet (worth 10% of total course grade)
- Achieve a grade of 80% or more on the week 3 assessment (worth 30% of total course grade)
- Achieve an overall grade of at least 80% for the entire course.

Click below to view the assessment statement.

2018 Assessment Statement

Pre-course requirements

There is one pre-course assignment that must be completed.

Open the file from the link below to view and print the assignment details.

Pre-Commercial Fisheries Course Assignment

Once you have completed the assignment, please combine it into one file and upload it into Tiritiri using the link below.

Note: This assignment must be completed and uploaded into Tiritiri by **10th September 2018**.

Upload your completed pre-course assignment here.

Residential Course

The residential aspect of the course is broken into three weeks.

You must attend all three weeks (including all the assessments) to complete the course.

- Week 1 - Commercial Fisheries
 - [View all sessions](#)
- Week 2 - Commercial Fisheries
 - [View all sessions](#)
- Week 3 - Commercial Fisheries
 - [View all sessions](#)

Course Completion Status

You will be automatically enrolled in the course once you start an activity

[View course report](#)

Course Information

Course type: Facilitated
Course duration: 3 Weeks
Course owner: Learning and Development
Course updated: August 2018

Participant Resources

- 2018 Participants Timetable
- 2018 Joining Instructions
- 2018 Registration Form

Recommended Reading

It is recommended you read through the following material to support your training.

- State of New Zealand Fisheries 2014
- Fishserve - Welcome
- Seafood Industry - Seafood New Zealand
- Fisheries (Reporting) Amendment Regulations 2016
- Fisheries (Reporting) Regulations 2001
- Fisheries (Recordkeeping) Regulations 1990
- Fisheries Act 1996
- Fisheries (Seabird Mitigation Measures - Surface Longlines) Circular 2014
- Area Commercial Fishing Regulations
- Conversion Factor Notice
- Fisheries (Reporting) Regulations 2017
- Fisheries (Geospatial Position Reporting) Regulations 2017

Lesson Notes

- Aquaculture Overview
- Commercial Fishing Methods
- Companies and Legal entities



Tiritiri Develop and Grow
FFRI

Home | My Learning | My Role Dashboard | My Team | Reports | Find Learning
Welcome back Kristina Griffin, Deputy | LOG OUT

Home > Courses > Essentials > [Your Security and Privacy Responsibilities](#)

Your Security and Privacy Responsibilities

Welcome

In this course you will learn about your Security and Privacy responsibilities at the Ministry for Primary Industries

Audience: This suite of courses has been designed at a level to be undertaken by all MPI staff, whether you be a new member of staff, you're looking for a refresher, or you're on a long-term contract.

Course completion: In order to complete this course you must complete each of the modules that relate to your job below, then meet with your manager to discuss what you have learned. All staff must look through the introductory level module, then the extension level modules will be undertaken based on your role here at MPI.

Introductory level module

This module acts as an introduction to understanding your security and privacy responsibilities here at MPI. It should take you around 10-15 minutes - it is recommended that you complete this first, before undertaking any of the extension modules below.

Please use Internet Explorer or Chrome to view these modules.

Click on the button below to get started:

[Security & Privacy overview](#)

Extension Modules for Security & Privacy

Each of the interactive story-based modules below build on one another, to give you more information about the different areas that help you understand your security and privacy responsibilities here at MPI - they should each take around 10 minutes.

Click on the button below to get started - the smaller buttons below offer additional help for you in each of the subject areas:

[Classify, Secure, Share](#)

[Security & Privacy at MPI](#)

[Info Sharing at MPI](#)

[Help me classify](#)

[Privacy](#)

[Business Continuity Planning](#)

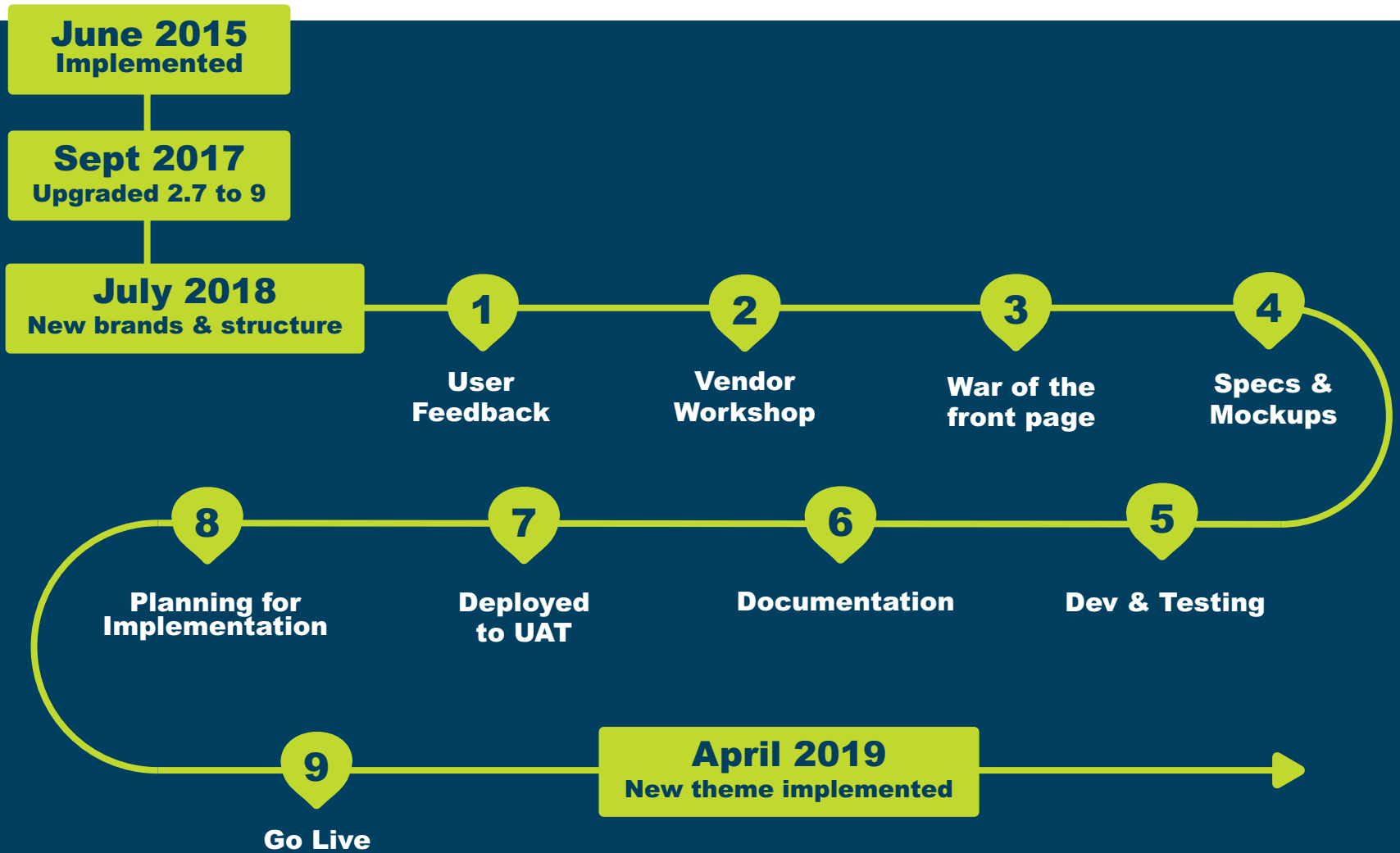
[International Travel](#)

Feedback

Please take 5 minutes to provide feedback on your experience of this course - this helps us improve the usefulness and usability of this course for others. Your comments will remain anonymous unless you wish to leave your name.

[Feedback: Your Security & Privacy Responsibilities](#)

Our Journey Overview



1 Collected user feedback



FOCUS GROUPS & SURVEYS

It's what we
knew – but it
validated
what was
important

EXCITED!

Specific pages

How do you feel about the overall brand / look and feel?

- The overall style
- Logo
- Colours
- Fonts
- Background
- Block styles
- The icons

Lessons learnt

- Look at every user group e.g. Manager, Course creator
- Use screen shots and ask specific questions
- Ask the key questions
 - ▶ What's most important to you
 - ▶ What should a good experience be?
 - ▶ What are your particular pain points?

Our key goals for the theme



Creating a more modern and engaging experience

Reflecting our all of our MPI business unit brands

Making our mandatory requirements more prominent

Improving how users find and browse learning

Simplifying the learner and manager views

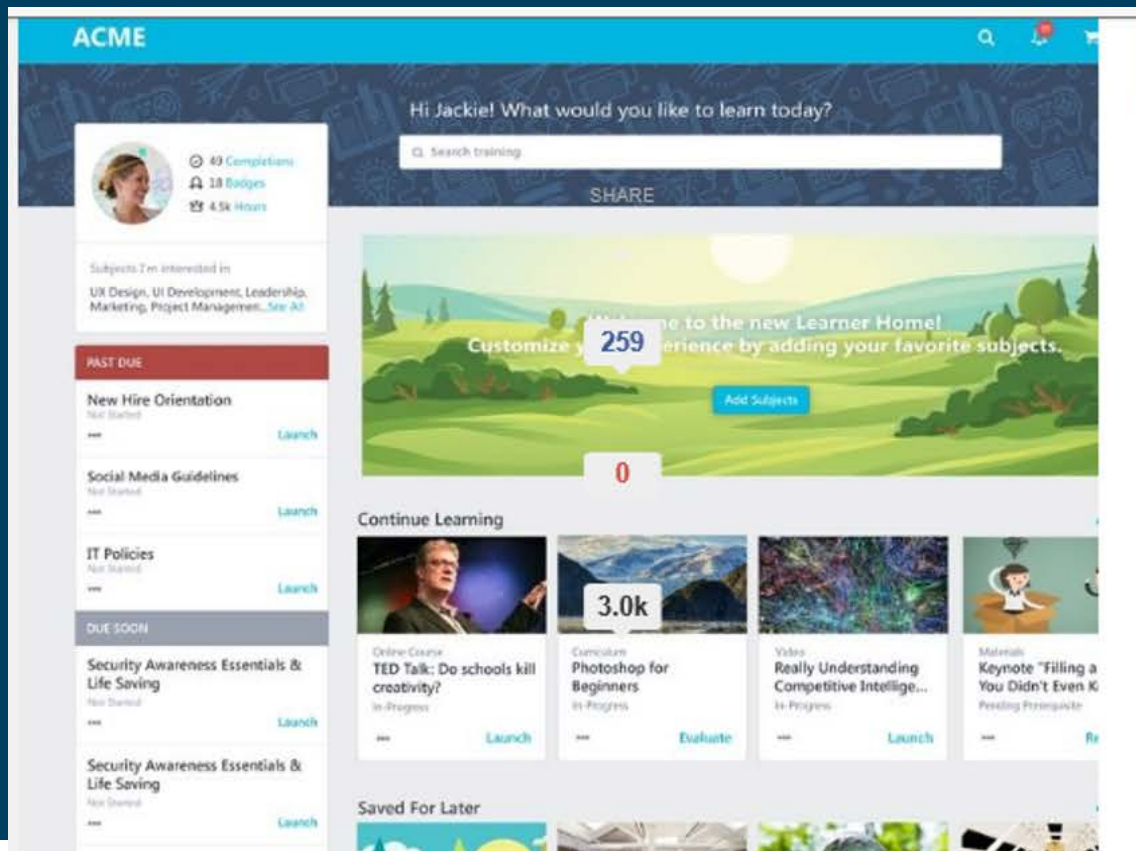
2 Vendor Workshop



Asking good questions we couldn't answer immediately

Lessons learnt

- See lots of examples
- Find out the questions in advance
- Don't rush it
- In advance, work out what you want on your home page
- Don't just focus on homepage

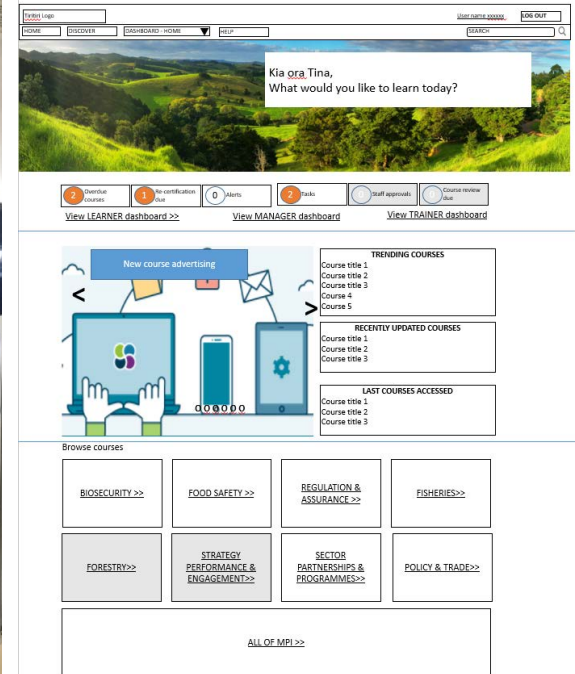
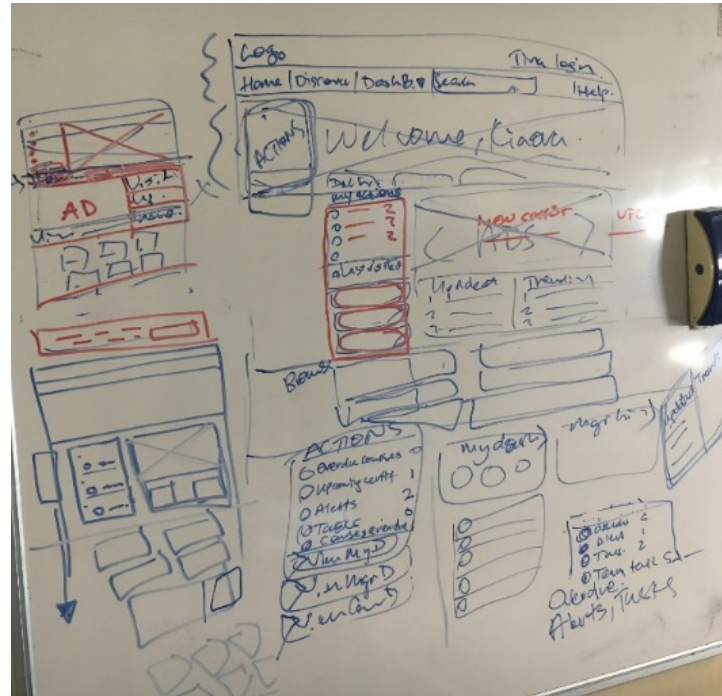


3 War of the front page



WHITEBOARD SESSION

What do we really want?



Lessons learnt

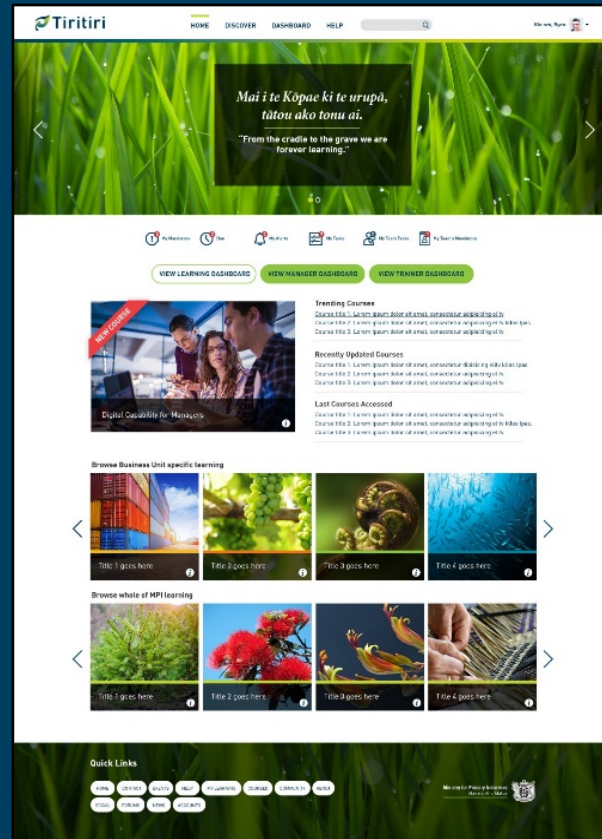
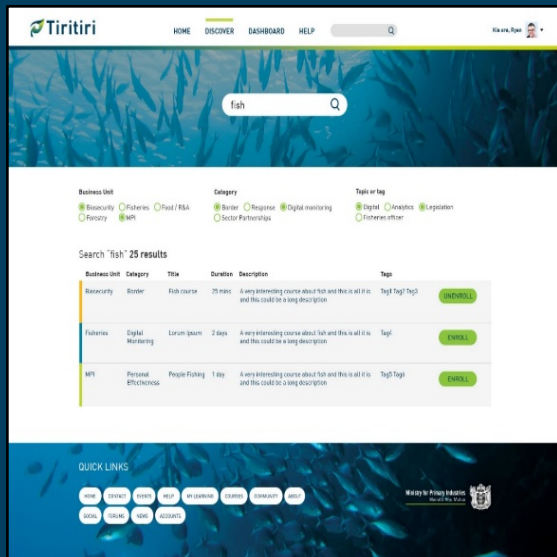
- Use a graphic or UX designer
- Work out what users need to do – what's the user experience?
- Focus on 'minimum clicks'
- Maximise your screen real estate
- Mock-up and test – above and below the fold

HEAVY SOUL-SEARCHING

4 Specs & Mock-ups



When the pictures made the dream real!



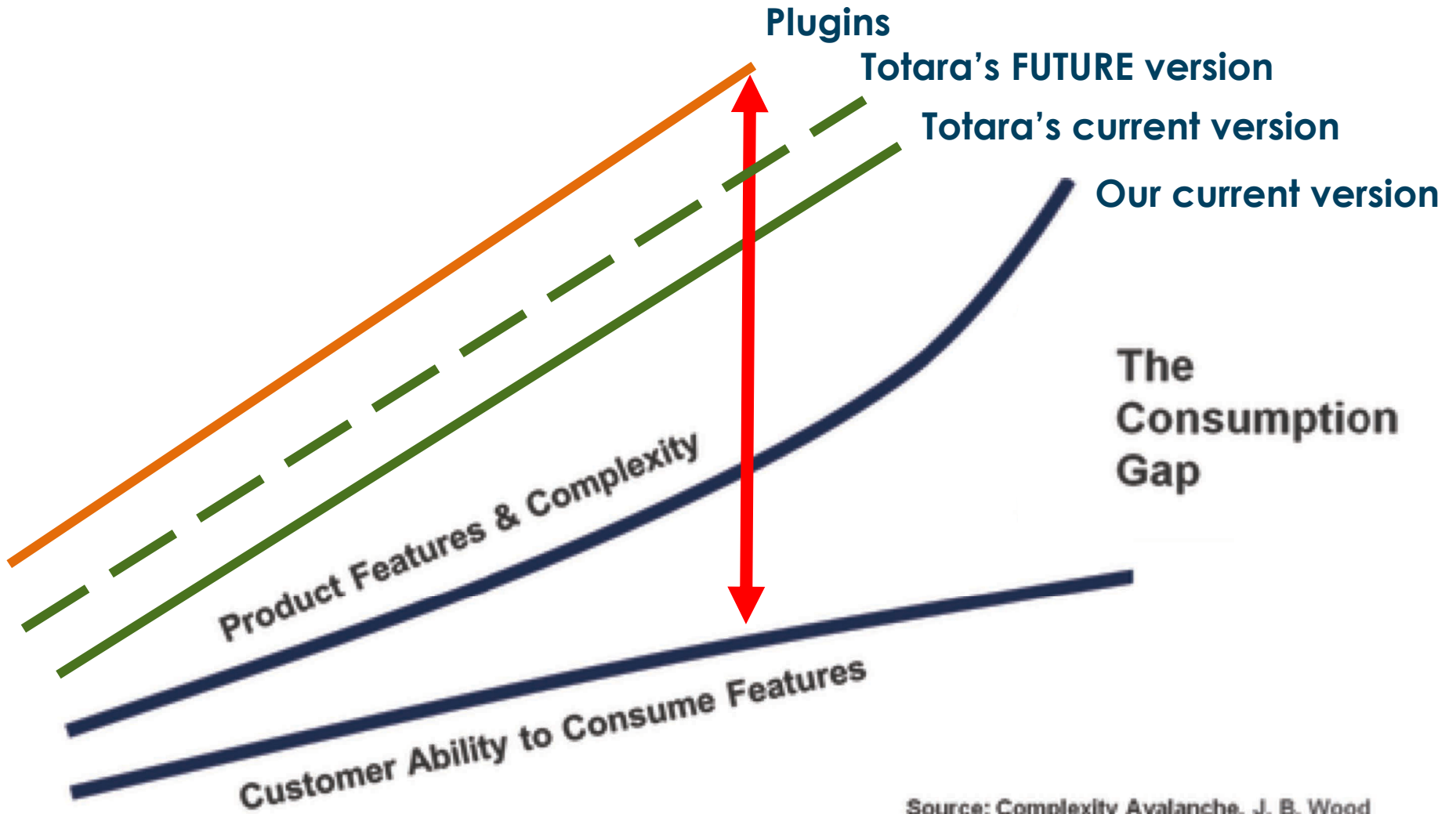
Customisations
Dashboards (new)
New metadata fields
New categories

Lessons learnt

- Mock-ups are great for buy-in, PR and to help confirm your ideas
- BUT ... they are only pictures and it's hard to anticipate all requirements
- Check new version over customisation



The consumption gap



5 Dev & testing outside UAT



TESTING

When reality hits home; how does it all work?



Administration |

- Appearance
 - Themes
 - Theme settings
 - Theme selector
 - Element Library
 - Basis
 - C&G Kineo Self Service
 - Banner
 - Banner settings
 - Upload banners
 - Blocks
 - Block - Calendar month
 - Block - Calendar upcoming
 - Block - News items
 - Block - General styles
 - Block - Icons
 - Course
 - Elements
 - Content
 - General
 - Navigation (highlighted)
 - Primary navigation
 - User menu
 - Pages

Manage banner

Banner image	Link	Link text	Caption header	Caption sub-header	Caption text	Actions
	https://tiriri.mpi.govt.nz/course/view.php?id=1144		Survey: Aggression and Abuse at Work			ACTIONS ▾
	https://tiriri.mpi.govt.nz/course/view.php?id=1133		Tikanga Māori in the Work Place			ACTIONS ▾
	https://tiriri.mpi.govt.nz/course/view.php?id=1110		Inclusion at MPI			ACTIONS ▾
	https://tiriri.mpi.govt.nz/course/view.php?id=951		Managing digital files @MPI			ACTIONS ▾
	https://tiriri.mpi.govt.nz/course/view.php?id=937		Career and Development Conversations			ACTIONS ▾

Update banner

It is suggested that images with the same dimensions are uploaded. The suggested dimension is 1920px x 475px.

New course

Background colour

Banner

You can drag and drop files here to add them.

Course category ID

Course ID

Link

Link text

Lessons learnt

- Get training on new functionality
- Test in your environment with your own content
- Go Agile – take smaller pieces and build, test, apply theme last
- Separate your customisation work from your theme work (do your customisations first)

6 More documentation



Locking in functionality we hadn't really tested

Lessons learnt

- Good record of scope
- BUT ... it's hard if it's new functionality
- Agile! Working software over documentation

All top level navigation can be controlled by HTML meta tags. This includes the access levels for the Meta Menu.

Site Administration > Appearance > Main Menu

Task Bar Logic, that is fixed once agreed and delivered.

- If you are a user who has been assigned the 'staff manager' role you will see all 3 Task Bar Logic.
- If you are a user who has NOT been assigned the 'staff manager' role you will see only My Mandatory, My Alerts, My Feed.

Notification User Links can be configured.

- My Feed - related items will link to the Manager Dashboard.
- All other items will link to My Learning Dashboard.

Site Administration > Plugins > Blocks > Notification Links

Home Page Banner and all subsequent banners displayed on other pages are full width, single images, no navigation and no indicator state. The settings for these can be controlled however will affect all banners site wide.

Site Administration > Appearance > Themes > C&I News Self Service Banner

Academy Based Visibility on HTML Block Buttons.

These are easy to activate, change and change the. Simply turn setting on and change the settings you would like to be either each block.

Initial settings will be as seen here and will be linked:

- View My Learning Dashboard
- View My Team to see linked to Manager Dashboard.
- View My Team to see linked to Manager Dashboard.
- View My Team to see linked to Manager Dashboard.

If that report is not possible within current configuration, this option will be hidden until after parties will want to go on this page will be discussed at a later date.

Trailing Courses

Course title 1: Learn about water at work, connectour adipiscing side
Course title 2: Learn about water at work, connectour adipiscing side
Course title 3: Learn about water at work, connectour adipiscing side

Lead Courses Accessed

Course title 1: Learn about water at work, connectour adipiscing side
Course title 2: Learn about water at work, connectour adipiscing side
Course title 3: Learn about water at work, connectour adipiscing side

Recently Updated Courses

Course title 1: Learn about water at work, connectour adipiscing side
Course title 2: Learn about water at work, connectour adipiscing side
Course title 3: Learn about water at work, connectour adipiscing side

Browse Business Unit specific learning

File 1 goes here | File 2 goes here | File 3 goes here | File 4 goes here

Browse whole of MPI learning

File 1 goes here | File 2 goes here | File 3 goes here | File 4 goes here

Quick Links

Home | About Us | Contact Us | News | Services | Products | Training | Support

Course Block

These blocks are configurable when front page editing is enabled on. These blocks have the following attributes:

- Background colour
- Title
- Can be linked to a course or category using their relative ID numbers listed within the actual courses.

Note: These can scroll one at a time only.



7 Deployed to UAT



Aha moment - now we understand what we can do!

Lessons learnt

- Get hands on as early as possible
- Test robustly across browsers and devices
- Allow heaps of time
- Review your content
- Tag all your courses
- Train your team on new concepts like learning hours

Area	Role	Test step/input	Expected results	Pass / fail	Date	Tester Name & Browser Testing in ?	Comments
HOME PAGE							
Home - Top nav area	As a learner	I can use the top navigation bar to navigate between the different views	Can see home, browse (topics, courses, capabilities), dashboards (my learning)				
Home - Task icon area	As a manager	I can see 6 icons with numbers in circles	6 icons show in a row, My Mandatory, My Due, My Alerts, My Tasks, My Teams Tasks and My teams Mandatory show				
Home - Task icon area	As a learner	If I click on any of the My Mandatory, My Due, My Alerts, My Tasks icons, they will go to the My learner dashboard	Goes to My Learner Dashboard and the number of the home page (in the icon bubble) equals the number on my learning dashboard				
Home - Task icon area	As a manager	If I click on any of the My Teams Tasks / My teams Mandatory I will go to My Team Dashboard	Goes to My Team Dashboard and the number of the home page (in the icon bubble) equals the number on my team dashboard				
Home - Dash buttons area	As a manager	I can see 2 dashboard buttons (My learning / My team) and I can click the Team Dashboard link to view my team Dashboard	Team Dashboard displays.				
Home - New & trending area	As a learner	I can see new, last accessed and trending courses	I can see rotating images for new courses, list of trending, last accessed and recently updated courses				
Home - New & trending area	As a learner	I can see the last 3 courses I accessed	If you access 3 different courses, they will appear updated on your list				
Home - Topic carousel area	As a learner	I can see two rotating carousel blocks with topics and can click the arrows on the carousel to see more topics	Arrow moves the tiles on one place at a time in a loop				
Home - Topic carousel area	As a learner	I can click a topic tile image or text and view the course in that topic	View the filtered course report showing just that category of courses				
Home - Top nav area	As a learner	I can choose to browse by course by selecting the item from the Browse dropdown menu	Goes to all courses report page and green line appears over the browse menu button				
Home - General	As a learner	ANY OTHER COMMENTS					
BROWSE MENU							
Browse - Courses	As a learner	I see a list of all courses with business unit and colour, summary, learning hours and course category	Should see 367 results. BBU colour is assigned to the BBU value showing in the first column				
Browse - Courses	As a learner	I can see a list of tags in groups	First value in specialist tag group would be Legislation				
Browse - Courses	As a learner	I can use the tags to drill down on the values I see	Choose one tag, it shows only the number of records that equal the number showing in brackets next to the tag. If you add another tag, the number of records will increase. E.g. If tag 1 has 10 records and tag 2 has 5 records, applying both tags will show 15 records				
Browse - Courses	As a learner	There are enough and the correct tags listed to help me find a course I am looking for	Try some scenarios as if you were looking for a course. Test that the tags listed are meaningful and complete				
Browse - Courses	As a learner	The tags listed work as I expect to help me find a course I am looking for	Try some scenarios as if you were looking for a course. Test that the tags produce the results you expect. That is, are the courses you'd expect to see tagged included?				
Browse - Courses	As a learner	I can see only the courses within a single topic by choosing a topic from the saved searches	Will show only the subset of courses in that topic (category)				
Browse - Courses General	As a learner	ANY OTHER COMMENTS					
Home - Top nav area	As a learner	I can choose to browse by topic by selecting the item from the Browse dropdown menu	Goes to topic dashboard and green line appears over the browse menu button				
Browse - Topics	As a learner	I see the all the topics and a full description of that topic	See 7 work related and 9 generic				
Browse - Topics	As a learner	The topic description are detailed enough to explain the courses contained within it	Read the topic description and check the types of courses in it, suggest any changes to the description				
Browse - Topics	As a learner	I can click the topic to see all the courses in that topic	Opens pre-filtered course list for that topic (category)				
Browse - Topics General	As a learner	ANY OTHER COMMENTS					
Home - Top nav area	As a learner	I can choose to browse capability frameworks by selecting the item from the Browse dropdown menu	Goes to manage reports page and green line appears over the browse menu button				
Browse - Capabilities	As a learner	I can see a list of capability frameworks I'd expect to see	See if all the frameworks you'd like to see are there				
Browse - Capabilities	As a learner	ANY OTHER COMMENTS					
MY LEARNING DASHBOARD							
Dash - Learner - Task icons	As a learner	the cumulative number of courses showing in the icon is equal to the total number of completed courses in my completed learning	Adding up the number of courses on the completed learning report				
Dash - Learner - Left block	As a learner	As a learner I can see 5 blocks (My Mandatory learning, My due, My active learning, my completed learning, my other evidence)	Blocks display in order listed				
Dash - Learner - Mandatory	As a learner	I can see up to 3 lines of my mandatory courses I have not completed, sorted by status	Those not done or partially done should be at the top of the list if none, it shows a message none				



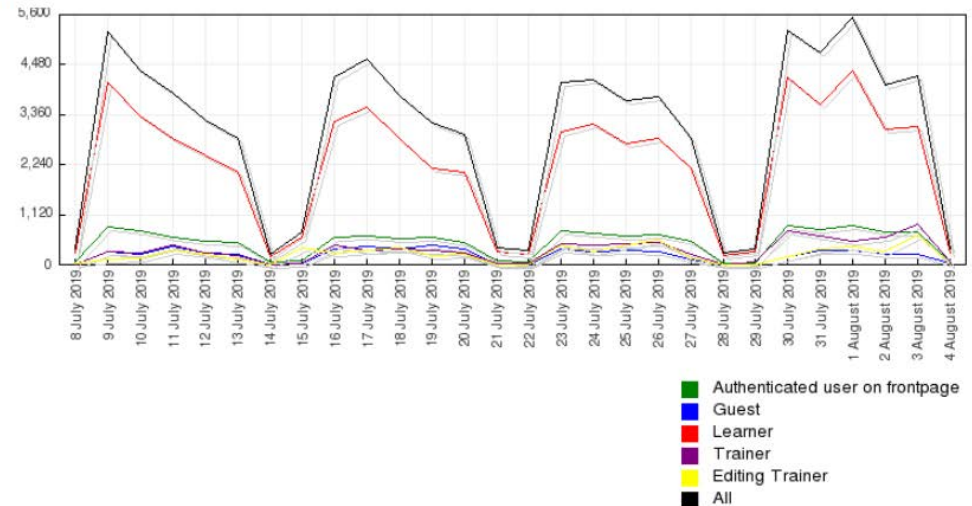
8 Planning implementation



COMMS
IT

Fighting with
IT about the
outage
window

Tiritiri - Views (all roles)



Lessons learnt

- Ask for more outage time than you'll need
- Use your analytics to support your case
- Work out what can be transferred across and how
- Take screen shots of your old system
- Get your L&D team involved

UTTER
FRUSTRATION

9 Go live



PRESS THE BUTTON

Life goes on
... the phone
didn't ring

RELIEF!



Lessons learnt

- Work out your 'go / no go' points
- Be prepared to compromise
- A good theme and design should be easy to transition to BAU
- Seek feedback



The big reveal



Logo & colour scheme makeover



The screenshot displays the Tiritiri web application interface. At the top left, the logo reads "Tiritiri Develop and Grow". The navigation bar includes links for Home, My Learning, My Team, Reports, and Find Learning. A search bar is present with the text "Search course..." and a magnifying glass icon. A user greeting "Welcome back Kristina Griffin" and a "LOG OUT" button are on the right. A dropdown menu under "My Learning" lists "My Bookings", "Learning Plans", and "Record of Learning". Below the navigation are three content tiles: a puzzle image, a red tile with business icons, and a green "Resili" sign. On the right, there are two informational boxes: "Learn More About How To Use Tiritiri Here!" and "Required Learning".

Logo & colour scheme makeover



Kristina Griffin (admin)

- HOME
- BROWSE
- FIND LEARNING
- MY LEARNING
- DASHBOARDS
- HELP
- search

- Topics
- Courses
- Reports
- Capabilities & Careers

ātou ako tonu ai
We are forever learning

learning & development
microsoft office tips



Business Applications



GISHub



Piritahi



Tiritiri

New front page features




 My Mandatory

 My Due

 My Alerts

 My Tasks

 My Team Tasks

 My Team's Mandatory



Trending Courses

- Pathway Learning
- MPI Mentoring Programme
- Managing Digital Files at MPI

Last Courses Accessed

- Response Onboarding Quick Start
- Onboarding for MPI
- On-boarding for Contractors - Manager Discussions

Recently Updated Courses

- MPI Safety Roles
- Chinese Culture and Language Course - Basic
- Professional Specialists Leadership Programme (PSLP)

New front page features




Browse Topics




Homepage makeover





Tiritiri
Develop and Grow




Home
My Learning
My Team
Reports
Find Learning


Search course...

Q


Welcome back [Kristina Griffin](#)
LOG OUT



Evidence & Evaluation in the Policy Cycle: sign up now >



Peer review: Refine your writing >



Challenge of Change: Resilience Training Course >

Tiritiri Outage: Thursday 4 April 4pm - Saturday 6 April 12 noon

Tiritiri will be out for maintenance from Thursday 4pm, 4 April to Saturday midday, 6 April while we work on bringing you some exciting new changes.

Please keep learning by undertaking meaningful on the job experiences and asking for coaching or support.

We apologise for any inconvenience.

[My Current Learning](#)

	Type	Course Title ^	Course Enrol Date	Progress
👤		ACE - OneNote	12 Nov 2018	▬
👤		AgileLD – Agile for L&D	13 Feb 2018	▬

? [Learn More About How To Use Tiritiri Here!](#)

Required Learning

- Code of Conduct ▬
- Health and Safety At Work Act 2015 Training ▬

How To Create A Course In Tiritiri

To find out more about how to create a course click here:

[Course Creation Information](#)

⚙️ **Administration**

- ▶ Site administration

Page: 1 2 Next

Homepage makeover



Tiriti HOME BROWSE DASHBOARDS HELP search

Tātou ako tonu ai
We are forever learning

My Mandatory My Due My Alerts My Tasks My Team Tasks My Team's Mandatory

VIEW MY LEARNING DASHBOARD VIEW MY TEAM DASHBOARD

Trending Courses
How to use Tiriti
TINA'S TEST COURSE
Managing Digital Files at MPI

Last Courses Accessed
Animal Welfare: Chicken Farm Inspection Module
Code of Conduct
First Aid Training


Recently Updated Courses
Te Reo Māori Language Classes
Discover your Strengths
Biosecurity Act 1993: An Overview

Browse Topics

- Border
- Response
- Compliance
- Food
- Induction & Onboarding
- Management & Leadership
- Tools & Systems
- Culture & Language

Course catalog makeover



Tiritiri Develop and Grow 

Home My Learning My Team Reports Find Learning Search course... Welcome back [Kristina Griffin](#)

Home > [Courses](#)


Search courses:

[Expand all](#)

- ▶ Leadership (11)
- ▶ Essentials (65)
- ▶ Corporate (60)
- ▶ Operational (110)
- ▶ Policy (19)
- ▶ Regulatory (28)
- ▶ Response (18)
- ▶ Technical and Professional (48)

Administration

- ▶ Site administration

Ministry for Primary Industries
Manatū Ahu Matua 

Home My Learning My Team Reports Find Learning Search course... Ministry for Primary Industries (MPI) © 2014 All rights reserved.

Course catalog makeover



Animals

These are courses within MPI that are animal-based focused. Technical expertise covers animal welfare, animal-related production & processing.

[VIEW COURSES >](#)

Compliance

Courses covering compliance services, investigation services, and inspections from voluntary compliance through to enforcement. Includes fisheries, animal welfare, bio-security, food, forestry, and other legislation that MPI administers.

[VIEW COURSES >](#)

Border

Behavioural and technical learning that is relevant to those who work in Border Operations. This would include sub sections of Intelligence Planning & Coordination (inc Target Evaluation) and Border Clearance Services.

[VIEW COURSES >](#)

Response

Includes courses for staff preparing for and working on Response

[VIEW COURSES >](#)

Food

Includes courses for Food Safety Officers and Food Verifiers and covering the Food Sector, Food Act and HACCP.

[VIEW COURSES >](#)

Science

Covers Biocontainment Laboratory and safe working practices.

[VIEW COURSES >](#)

Policy

Includes trade policy, audit trail, policy and working in government

[VIEW COURSES >](#)

Verification

Learning that covers food safety and biosecurity verification and certification services to support market access strategies and setting standards.

[VIEW COURSES >](#)

Management & Leadership

These are course that apply to people

Health Safety & Wellbeing

Learning for MPI staff about Health & Safety, wellbeing for both themselves

Culture & Language

Courses to help MPI staff increase cultural awareness and build

Induction & Onboarding

Courses for MPI including onboarding, induction and leadership

Browse by topic makeover



Tiritiri *Develop and Grow*

Home My Learning My Team Reports Find Learning Search course... Welcome back [Kristina Griffin](#) LOG OUT

Home > [Courses](#)

Search courses: [Go](#)

[Administration](#)

- Site administration

▼ Collapse all

▼ Leadership (11)

- Aspiring Leaders
- Inside Out: Leading the Way
- Leaders and Managers Learning Hub
- Leadership Career Pathway
- Leadership Essentials
- Management Foundations
- MPI Graduate Development Programme: For Managers and Mentors
- Outward Bound MPI Leadership
- Outward Bound Scholarship Applications
- People Leadership
- Professional Specialists Leadership Programme (PSLP)

▶ Essentials (65)

Browse by topic makeover



Home / Reports / BROWSE | All Courses

BROWSE | All Courses: 31 records shown

Filter by

View a saved search...

Choose...

MANAGE SEARCHES

Specialist tags (text) 3

- Legislation (32)
- Animal Welfare (31)
- Border Clearance (81)
- Fisheries (29)
- Food Safety (37)
- IPC (11)
- Investigations (8)
- Compliance (53)
- OIA / Ministerials (3)
- Frontline (8)
- Policy & Trade (17)
- Food Compliance (44)
- FACE (8)
- Verification Services (38)
- Response (15)
- VS - Circuit (15)
- VS - Full-time (12)
- VS - General (12)

Brand	Type	Course Name	Course Summary	Learning hours	Course Category
Biosecurity		Animal Products Act 1999: Compliance	This material has been designed to provide an instrument of appointment under the Animal Products Act 1999 upon completion of the module and assessment for compliance officers already experienced in law enforcement.	3 hrs	Compliance
Biosecurity		National Animal Identification and Tracing Act 2012 (NAIT): Compliance Role Specific	This course is offered as part of the Compliance Foundation Training Programme for new Compliance Officers.	1 day	Border
Food Safety		Working with InformationLeader	This modules guides all InformationLeader users through searching for and editing subjects in InformationLeader.	2 hrs	Tools & Systems
MPI		Boarding At Sea	The course focuses on boarding activity carried out by Officers embarking with the RNZN for patrol activities, but the principles of safe boardings can be applied across the various MPI functions.	4 hrs	In Development (not visible to learners)
MPI		Investigative Interviewing	The aim of this course is to provide the tools for interviewers to gain relevant, and admissible evidence competently by means of Peace model interview.	5 days	Compliance

Metadata



▼ Custom fields

CPD Type

CPD Hours

Security Classification

Course Duration

Course last reviewed Enable

Mandatory (All of MPI)

Readiness and Response Induction

Learning hours

Branded Business Units

Hero Image

Files

You can drag and drop files here to add

Learning hours tags

- 1-15 min
- 15 - 30 min
- 30 - 60 min
- 1 - 3 hrs
- 0.5-1 day
- 1 day
- 2 - 5 days
- 1 week +

General topic tags

- People Management Coaching & Mentoring Leadership Onboarding Influencing & Negotiating Resilience & Change Security Financial Management Government Communication Health and Safety Reading & Writing Skills Career Development Presentation/Facilitation Skills Work Organisation

Tools & Systems tags

- BI Hub Technology One FIS Focus Microsoft products MPIPAX NABIS Piritali Verification Online (VOL) E-Cert VS Vision CBAx MicroStrategy InformationLeader Tiritiri CAB Abstracts Office equipment TRS MPICrAR Quancargo CusMod JBMS QuanMail CIAnywhere Gen2 Border Process Base

Learning Type tags

- Face to Face eLearning Video Resources Quiz On-the-job Coaching & Mentoring Programme Career Pathways Action Learning Discussion Group Information Page Survey

Specialist tags

- Legislation Animal Welfare Border Clearance Fisheries Food Safety IPC Investigations Compliance OIA / Ministerials Policy & Trade Food Compliance FACE Verification Services Response VS - Circuit VS - Full-time VS - General Languages Fisheries compliance X-ray Warrants & powers NAIT Agriculture

New filters



BROWSE | All Courses: 398 records

▼ Filter by

Specialist tags (text) i

- Legislation (40)
- Animal Welfare (30)
- Border Clearance (82)
- Fisheries (34)
- Food Safety (45)
- IPC (13)
- Investigations (11)
- Compliance (48)
- OIA / Ministerials (7)
- Policy & Trade (19)
- Food Compliance (32)
- FACE (10)
- Verification Services (37)
- Response (21)
- VS - Circuit (12)
- VS - Full-time (12)
- VS - General (12)
- Languages (14)
- Fisheries compliance (33)
- X-ray (5)
- Warrants & powers (12)
- NAIT (7)
- Agriculture (2)

General topic tags (text) i

- People Management (37)
- Coaching & Mentoring (34)
- Leadership (15)
- Onboarding (18)
- Influencing & Negotiating (8)
- Resilience & Change (11)
- Security (5)
- Financial Management (12)
- Government (13)
- Communication (34)
- Health and Safety (31)
- Reading & Writing Skills (14)
- Career Development (42)
- Presentation/Facilitation Skills (8)
- Work Organisation (4)

Tools & Systems tags (text) i

- BI Hub (1)
- Technology One (2)
- FIS (1)
- Focus (2)
- Microsoft products (13)
- MPIPAX (1)
- NABIS (1)
- Piritahi (5)
- Verification Online (VOL) (0)
- E-Cert (0)
- VS Vision (0)
- CBAX (1)
- MicroStrategy (1)
- InformationLeader (2)
- Tiritiri (3)
- CAB Abstracts (1)
- Office equipment (1)
- TRS (2)
- MPICraft (1)
- Quancargo (1)
- CusMod (1)
- JBMS (3)
- QuanMail (1)

Learning hours tags (text) i

- 1-15 min (53)
- 15 - 30 min (34)
- 30 - 60 min (77)
- 1 - 3 hrs (53)
- 0.5-1 day (51)
- 1 day (59)
- 2 -5 days (64)
- 1 week + (11)

Learning Type tags (text) i

- Face to Face (205)
- eLearning (130)
- Video (41)
- Resources (219)
- Quiz (64)
- On-the-job (37)
- Coaching & Mentoring (3)
- Programme (0)
- Career Pathways (6)
- Action Learning (15)
- Discussion Group (14)

New learning hours field



BROWSE | All Courses: 31 records shown

▼ Filter by

View a saved search...

Choose...

MANAGE SEARCHES

Specialist tags (text) ⓘ

- Legislation (32)
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Revised course summaries



BROWSE | All Courses: 31 records shown

▼ Filter by

View a saved search...

Choose...

MANAGE SEARCHES

Specialist tags (text) ⓘ

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Home > Courses > Restricted Access Courses > Food Safety: Foodborne Illness Investigation

Turn editing on

Your progress

Food Safety: Foodborne illness Investigation

Welcome

Foodborne illnesses can be caused by a number of different pathogens as a result of food businesses not understanding or not following food safety practices.

This course introduces what Foodborne illnesses are, how to prevent them and the process in which Food Safety Officers must follow to investigate the source of the illness.

Audience: Food Compliance Food Safety Officers and Territorial Authority Food Safety Officers.

Course completion: You will need to complete the eLearning module and received at least 80% on the assessment scenario.



Foodborne illness Investigation eLearning Module

This module introduces Foodborne illnesses and the MPI investigation processes involved.

It is recommended that you complete all other Food Safety eLearning modules before attempting this module and the associated assessment scenario.



Foodborne illness Investigation



Foodborne illness - Assessment

You must achieve a grade of 80% or more to pass this assessment.

You will have 3 attempts at completing the assessment.



Foodborne illness Investigation - Assessment Scenario



Feedback

If you wish to leave feedback about this course please complete the evaluation survey below.



Feedback - Food Act 2014: Foodborne illness Investigation



Feedback - Food Act 2014: Foodborne illness Investigation



Course Completion Status

You will be automatically enrolled in the course once you start an activity

[View course report](#)

Course Information

Course type: eLearning

Course duration: 45 mins

Course owner: Susanna Barris

Course updated: August 2018

Administration

Course administration

Turn editing on

Edit settings

Course completion

Completions archive

Completion editor

Competencies

Reminders

Users

Filters

Reports

Grades

Gradebook setup

Backup

Restore

Import

Publish

Reset

Question bank

Repositories

Switch role to...

Site administration



Home / Courses / Food Safety: Foodborne Illness Investigation

Food Safety: Foodborne illness Investigation

Your progress 1

Welcome

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Completion Status

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Course Information

Course type: eLearning

Course duration: 45 mins

Course owner: Susenne Berris

Course updated: August 2018

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Feedback - Food Act 2014: Foodborne illness Investigation





Home > [Learning Plans](#)

Learning

Learning Plans

▶ Manage plans

Unapproved Plans

- ▶ Learning Plan
- ▶ Learning Plan
- ▶ Tinas learning plan
- ▶ Learning Plan test

Record of Learning

- ▶ All Learning
- ▶ Active Learning
- ▶ Completed Learning

Administration

▶ Site administration

Learning Plans

Your current and completed learning plans are shown below. You can create a new learning plan by clicking "Create a new learning plan" to the right of the screen.

[Create new learning plan](#)

Unapproved Plans	Status	Actions
Learning Plan Courses (13) Competencies (1)	Unapproved Request approval	✘
Learning Plan Courses (52) Competencies (18)	Unapproved Request approval	✘
Tinas learning plan Courses (3) Competencies (1)	Unapproved Request approval	✘
Learning Plan test Courses (27) Competencies (6)	Unapproved Request approval	✘



My Learning makeover



My Learning Dashboard

14 Courses completed

Home / My Learning Dashboard

My Due Mandatory Learning

There are no records that match your selected criteria

[View full report](#)

My Due Certifications

The following certifications are due for renewal or require completing

Certification	Due date
First Aid Certification	4 October 2019

All certifications

My In Progress Learning

Page: 1 2 (Next)

Course Name	Progress	Enrolled	Course Duration
Light Utility Vehicle (LUV) Operator Training Part 2 - Fully Qualified	<div style="width: 100%;"></div>	5 Jul 2019	6-8 hours
Te Reo Māori Language Classes	<div style="width: 100%;"></div>	3 Jul 2019	1 hour/week for 8 weeks
Boarding at Sea Fitness Revalidation	<div style="width: 100%;"></div>	29 Oct 2018	
Compliance Essentials: Search and Surveillance Act 2012	<div style="width: 100%;"></div>	29 Nov 2017	1 day
Compliance Career Development Framework Overview	<div style="width: 100%;"></div>	15 Nov 2017	

Page: 1 2 (Next)

[View full report](#)

Alerts

Showing 5 of 6

- Waitlisting advice for Te reo Māori language courses WALLACEVILLE
 - Face-to-face booking confirmation: Helicopter Underwater Escape Training, 9:00 AM-4:30 PM, 20 August 2019
 - Face-to-face booking confirmation: Helicopter Underwater Escape Training, 9:00 AM-4:30 PM, 20 August 2019
 - Face-to-face booking confirmation: Sessions for Discover your Strengths Workshop, 9:00 AM-12:00 PM, 21 October 2019
 - You have been enrolled on program Light Utility Vehicle (LUV) Training
- [View all alerts](#)

Tasks

Showing 3 of 3

- Face-to-face booking request: Helicopter Underwater Escape Training, 9:00 AM-4:30 PM, 20 August 2019
 - Face-to-face booking request: Helicopter Underwater Escape Training, 9:00 AM-4:30 PM, 20 August 2019
 - Face-to-face booking request: Sessions for Discover your Strengths Workshop, 9:00 AM-12:00 PM, 21 October 2019
- [View all tasks](#)

My Completed Learning

Page: 1 2 3 (Next)

Course Name	Progress	Course Completion date
Light Utility Vehicle (LUV) Operator Training Part 1 - Probationary	<div style="width: 100%;"></div>	24 Jul 2019
Officer Safety Defensive Tactics (OSDT) - Refresher Programme	<div style="width: 100%;"></div>	27 Nov 2018
Compliance (Fisheries) Mentoring workshop	<div style="width: 100%;"></div>	21 Aug 2018
How to use Tiritiri	<div style="width: 100%;"></div>	18 Jun 2018
Code of Conduct	<div style="width: 100%;"></div>	22 Nov 2017

Page: 1 2 3 (Next)

[View full report](#)

My Upcoming Bookings

There are no records that match your selected criteria

[View full report](#)



My Other Evidence

Name	Date completed
MPI Training	
Legislation Assessment	
Drivers License - LUV/First aid cert	23 Jul 2019

[View full report](#)

Manager makeover






Tiritiri Develop and Grow

Home | My Learning | **My Team** | Reports | Find Learning |  [Ale]

[Home](#) > [Team](#) > [Team Members](#)

Team Members: 11 Records Shown

All members of your team are shown below.

Name ↑	Last Login	Courses Started	Courses Completed
 Agnieszka Pulawska-Jarzab Plans Profile Bookings Records Required	22 Feb 2018	14	7
 Alexandra Virtue Plans Profile Bookings Records Required	26 Feb 2018	87	40
 Anne Mason Plans Profile Bookings Records Required	26 Feb 2018	18	14

Manager makeover



My Team Dashboard

291 My team's Courses completed
 52 My team's competencies achieved
 40 My team's incomplete mandatory

Home / My Team Dashboard

My Team's Incomplete Mandatory

Page: 1 2 3 4 5 6 7 8 (Next)

User's Fullname	Course Name	Completion Status
[REDACTED]	Health and Safety At Work Act 2015 Training	<input type="checkbox"/>
[REDACTED]	Health and Safety At Work Act 2015 Training	<input type="checkbox"/>
[REDACTED]	Health and Safety At Work Act 2015 Training	<input type="checkbox"/>
[REDACTED]	Health and Safety At Work Act 2015 Training	<input type="checkbox"/>
[REDACTED]	Health and Safety At Work Act 2015 Training	<input type="checkbox"/>

Page: 1 2 3 4 5 6 7 8 (Next)

[View full report](#)

My Team's Certification Status

Page: 1 2 (Next)

User's Fullname	Certification Name	Status	Date due
[REDACTED]	First Aid Certification	Expired	2 May 2018 at 00:00
[REDACTED]	First Aid Certification	Certified	24 Aug 2019 at 00:00
[REDACTED]	First Aid Certification	Certified	6 Sep 2019 at 00:00
[REDACTED]	First Aid Certification	Certified	6 Sep 2019 at 00:00
[REDACTED]	First Aid Certification	Certified	6 Sep 2019 at 00:00

Page: 1 2 (Next)

[View full report](#)

My Team Upcoming Bookings

User's Fullname	Seminar Name	Status
[REDACTED]	Sessions for Discover your Strengths Workshop	Booked
[REDACTED]	Helicopter Underwater Escape Training	Booked
[REDACTED]	Helicopter Underwater Escape Training	Booked

[View full report](#)

Tasks

- Showing 3 of 3
- Face-to-face booking request: Helicopter Underwater Escape Training, 9:00 AM-4:30 PM, 20 August 2019
 - Face-to-face booking request: Helicopter Underwater Escape Training, 9:00 AM-4:30 PM, 20 August 2019
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- [View all tasks](#)

Alerts

- Showing 5 of 6
- Waitlisting advice for Te reo Māori language courses WALLACEVILLE
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- [View all alerts](#)

Search course...



[Alerts]

My Direct Reports

Name	Required	Learning plans	Bookings	Courses Started	Courses Completed	Competencies Achieved	Last login
[REDACTED]	1	0	4	1	6	0	1/05/19
[REDACTED]	0	0	9	2	17	0	18/07/19
[REDACTED]	1	0	7	2	10	0	6/05/19

[VIEW ALL](#)

My Indirect Reports

Name	Required	Learning plans	Bookings	Courses Started	Courses Completed	Competencies Achieved	Last login
[REDACTED]	2	0	0	0	0	0	1/01/70
[REDACTED]	2	0	0	0	0	0	8/07/19
[REDACTED]	0	0	5	5	10	0	31/07/19

[VIEW ALL](#)



The journey continues.....



The screenshot shows the Tiritiri website dashboard. At the top left is the Tiritiri logo. The navigation menu includes HOME, BROWSE, DASHBOARDS, HELP, and a search bar. A large green banner features the Māori phrase "Tātou ako tonu ai" and the English translation "We are forever learning". Below the banner are navigation icons for "My Mandatory", "My Due", "My Alerts", "My Tasks", "My Team Tasks", and "My Team's Mandatory". Two buttons are visible: "VIEW MY LEARNING DASHBOARD" and "VIEW MY TEAM DASHBOARD". The main content area includes a "New course" section with an image of a child in a superhero costume, and sections for "Trending Courses", "Last Courses Accessed", and "Recently Updated Courses".

Version 12 or 13?

Mobile access

Roadmap and governance

External access

A grid of topic cards under the heading "Browse Topics". The grid contains 8 cards arranged in two rows of four. The first row includes: "Border" (with an image of a boat), "Response" (with a mountain landscape), "Compliance" (with a person in a uniform), and "Food" (with a large pile of fruit). The second row includes: "Induction & Onboarding" (with a globe), "Management & Leadership" (with a person in a field), "Tools & Systems" (with a hand pointing at a screen), and "Culture & Language" (with a red Maori carving).

Non-courses..