

BYTESIZE MODULES IN THE SSS ACADEMY

As of March 04, 2025

LIST OF AVAILABLE E-LEARNING MODULES

Bytesize Registration form only **accepts** one **response** per person.

Kindly **check your inbox** for the **link** to the module **to resume learning**.



ATTENTION
Technical

Training on Office Orders on Governance Processes

Learn to create effective proposals and structured project plans aligned with organizational goals, while upholding documentation standards for consistency, accuracy, professionalism, and timely approvals.

Earn 8 training hours today

[Learn More](#)



ATTENTION
Foundation

Align and Adapt Your Guide to Managing Up

In this module, learn to improve professional relationships with diverse bosses, and observe and match their communication and work style to be able to manage up.

Earn 6 training hours today

[Learn More](#)



ATTENTION
Foundation

Self-Care Basics: A Way To A More Productive You

Explore the multifaceted nature of self-care and its critical role in maintaining both personal and professional well-being.

Earn 6 training hours today

[Learn More](#)



mandatory module

ATTENTION
Technical

Data Privacy Act of 2012 (R.A. 10173)

Deepen your understanding of data privacy through this module, where you'll learn to distinguish personal data from sensitive information. Discover concrete techniques to data protection, and apply skills to the intricacies of the Data Privacy Act, ensuring strict handling, storage, and timely reporting of personal breaches.

Earn 8 training hours today

[Learn More](#)




ATTENTION
Technical

Quality Work Improvement Program (QWIP)

This program will guide you in leveraging the Basic Set of 5 Habits, 5 Values, 5 Traits, 5TC pillars, 5 elements, 5 behaviors, 5 problem-solving, and 500 5-Step Work Improvement Model for optimal business performance. This will aim to foster a culture of continuous improvement and innovation within our organization.

Earn 6 training hours today

[Learn More](#)



mandatory module

ATTENTION
Foundation

Code of Conduct and Ethical Standards for Public Officials and Employees (R.A. 6713)

This module will help you to understand the principles and standards that govern the behavior of public officials and employees in the Republic of the Philippines. It will also provide you with the necessary knowledge and skills to ensure compliance with the Code of Conduct and Ethical Standards for Public Officials and Employees (R.A. 6713) and to maintain the integrity and trust of the public.

Earn 4 training hours today

[Learn More](#)



mandatory module


ATTENTION
Technical Course

Risk Management Process

Risk has always had an implicit role in ISO standards, but the newer versions place this in more prominent role in quality and environmental management standards. This year 2015 requires companies to apply risk-based thinking in a variety of processes across planning, operations and performance evaluation. Learn all about it now.

Earn 4 training hours today

[Learn More](#)



mandatory module

ATTENTION
Foundation

SSS Strategic Performance Management System (Revised Guidelines)

The Program aims to update participants with the new provisions of the revised SPMS, refresh their knowledge of the process, and equip them with the tools that will help them manage performance in all of its stages.

Earn 4 training hours today

[Learn More](#)

List of Available Bytesize Modules:

1. Code of Ethical Standards for Public Officials and Employees (R.A. 6713)
2. SSS Strategic Performance Management System (Revised Guidelines)
3. Risk Management Process
4. Orientation on ISO 9001:2015 Quality Management System
5. The Essentials of Communication
6. Drug-Free Workplace
7. The Basics of Effective Business Writing
8. The Essentials of Personal Financial Management
9. Pension Loan Program 101
10. Ease of Doing Business and Efficient Government Service Delivery Act of 2018 (R.A. 11032)
11. Quality Work Improvement Program
12. Briefer on The Philid and Its Security Features
13. Data Privacy Act of 2012 (R.A. 10173)
14. Service Quality Fundamentals
15. Self-Care Basics: A Way to More Productive You
16. Align And Adapt: Your Guide to Managing Up
17. Training on Office Orders on Governance Processes