



GRAND AVENUE SOFTWARE
solutions for collaborative intelligence

Training Solution Highlights

- Define and manage training requirements:
 - Document driven training items.
 - Non-document based training items (ex: new hire training).
 - Profiles – collections of training requirements.
- Accommodate different types of training (Read-and-understand, Classroom, One-on-one, etc.)
- Create training requirements automatically for document revisions and deviations.
- Manage online training materials
- Send automatic alerts, notices and overdue reminders to users and managers.
- Monitor training status:
 - Company wide.
 - Departmental.
 - Individual User.
- Measure and track training effectiveness.
- Manage certification requirements.
- Schedule refresher training at selected time intervals.

Incomplete Training

Item ID	Training Required by Date	User Assigned to Complete
<input type="checkbox"/> Safety Training	2/11/2005	No
<input type="checkbox"/> Severe Weather Training	2/11/2005	No
<input type="checkbox"/> 3003, A (Test Procedure - Fundamental)	3/10/2005	Yes

Mark Training Complete Assign Users to Complete Own Training

Close

Training Requirements

Item ID	Training Item Type	Delete
3003 (Test Procedure - Fundamental)	Document	Delete
All Employees	Training Profile	Delete

Add Training Requirements Add Document Training Requirements Add Training Profiles

Training History

Item ID	Training Required by Date	Training Type	Completed Date	Completion Recorded By
Info Bloodborne Pathogen Training	2/11/2005	Formal Training	2/7/2005	Training Coordinator - Schmitz, Ron (RonS)
Info Quality System Training	2/11/2005	Formal Training	2/7/2005	Training Coordinator - Schmitz, Ron (RonS)

Screen Capture: Training Solution