

Education & Training Module

» Learning, Growing and Prospering

Scope:

The uniPoint Education & Training Module is designed to effectively manage your training process and keep your training records organized. Ensuring personnel are adequately trained is an essential element to deliver reliable and high quality products and services.

Advantages:

Easily keep your employee and training records up to date and compliant with your quality system. Easily perform analysis of current or future training needs and cost.

Key Features:

- » Streamline Training Communication
- » Update Employee Master Files
- » Setup Occupations and Training
- » Identify Instructors, Equivalents and Prerequisites
- » Perform Training Gap Analysis for Individuals or Occupations
- » See the Training and Cost Impact of Personnel Changing Occupation

Training Frequency:

Recurrence Pattern	
<input checked="" type="radio"/> One Time	Date: 2/21/2007
<input type="radio"/> Daily	Time: 12:00 AM
<input type="radio"/> Weekly	
<input type="radio"/> Monthly	
<input type="radio"/> Yearly	

Training Gap Report by Occupation Occupation: 27642

ID	Name	Description	Completed	Date Completed	Cost
Employee: 10384 - Kym Pentec					
13242	Welding 101	Introduction to Welding	<input type="checkbox"/>		\$1,210.00
54875	Welder Level 2	Advanced Welding, Arc, Energy Beam, Gas	<input type="checkbox"/>		\$1,710.00
Cost to Complete:					\$2,920.00
Employee: 11203 - Christina Pennington					
13242	Welding 101	Introduction to Welding	<input type="checkbox"/>		\$1,210.00
54875	Welder Level 2	Advanced Welding, Arc, Energy Beam, Gas	<input type="checkbox"/>		\$1,710.00
Cost to Complete:					\$2,920.00
Employee: 12312 - Arkian Boyer					
13242	Welding 101	Introduction to Welding	<input type="checkbox"/>		\$1,210.00
54875	Welder Level 2	Advanced Welding, Arc, Energy Beam, Gas	<input type="checkbox"/>		\$1,710.00
Cost to Complete:					\$2,920.00
Employee: 13124 - Sylvie Druzin					
13242	Welding 101	Introduction to Welding	<input type="checkbox"/>		\$1,210.00
54875	Welder Level 2	Advanced Welding, Arc, Energy Beam, Gas	<input type="checkbox"/>		\$1,710.00
Cost to Complete:					\$2,920.00
Employee: 18236 - KId Lambert					
13242	Welding 101	Introduction to Welding	<input type="checkbox"/>		\$1,210.00
54875	Welder Level 2	Advanced Welding, Arc, Energy Beam, Gas	<input type="checkbox"/>		\$1,710.00
Cost to Complete:					\$2,920.00
Employee: 23423 - Jordan Osewath					
13242	Welding 101	Introduction to Welding	<input type="checkbox"/>		\$1,210.00
54875	Welder Level 2	Advanced Welding, Arc, Energy Beam, Gas	<input type="checkbox"/>		\$1,710.00
Cost to Complete:					\$2,920.00
Total Cost:					\$17,574.00

Education & Training

Search Prev Next New Auto New Rev Save Delete Training Report

ID: 1

General	Instructors	Equivalents	Prerequisites	Occupations	Completed By	Review	Attachments
Name: Welding 101						Effective Date: 1/1/2007	
Description: Welding for apprentices						Status: Active	
Department: dep1				Class: Occupational		Revision: A	
Course Outline: [icon]				Frequency: [icon]		Cost/Trainee: \$1,000.00	
Certificate Memo: [icon]						Default Delivery: Classroom	
Notes: This 3 hour course is required for all new welding apprentices.						Std. Text: [icon]	[icon]

General Capabilities:

- » Specific E-mail Notification
- » Standard Text Manager
- » Unlimited Attachments
- » See Historical Audit Trail

Reporting:

- » Training Report
- » Training Outlines, Certificates
- » Training Gap Analysis, Reviews
- » Occupation Report
- » Occupation Change Training Needs

