



TRAINING MANAGEMENT SYSTEM



Introduction Technology has changed the way we live, work, think, and learn. Today's workforce has to process more information in a shorter amount of time. New products and services are emerging with accelerating speed. As production cycles and life spans of products continue to shorten, information and training quickly become obsolete. Training managers feel the urgency to deliver knowledge and skills more rapidly and efficiently whenever and wherever needed. In the age of just-in-time production, just-in-time training becomes a critical element to organizational success. Every organization irrespective of the strength requires having periodic training at various stages. Each employee will have to undergo trainings during induction, project level, skill upgrade etc. The organizations need to keep track of the individuals training needs in order to be updated with the latest technologies. The training manager or the HR of each organization plays a key role in maintaining the training records of the employees in the organization.

The value of training to the organization will determine the scope of training management software requirements. How vital is the link between training and job performance? If technical training is required before an employee can operate a piece of equipment, the organization has a vested interest in tracking the training.

Tsharp is customized web based software developed to track, manage and evaluate overall training activities in an organization. This software will serve as centralized training information management system in an organization. It provides necessary data to plan training program for upcoming projects and projects under development, apart from updating the training department by providing regular feedback regarding various training programs conducted.

At the core of training management software are two elements: the employee record and course information. The third component is a record of the training event: a snapshot of the employee's department and position while the course is being taken. The transaction record is more vital to reporting training history than are employee transcripts alone. Some systems go beyond course registration and employee records; other features may produce the course catalog, track position profiles and competencies, and monitor development plans. The more sophisticated the training function, the more likely you will want a system with advanced features.

The Training Managers, HR, Trainers and all the employees of the organization can access Tsharp. Any employee of the organization can log onto the system and access his training records such as future trainings, training history, and scheduled training programs. The employees can even register/ un-register for any training program. TSharp can provide reports on measurements such as number of no-shows, costs per classroom hour, who has not taken required training and participation by department. Tsharp organizes and manages every aspect of employee training. Training information is so dynamic that even a simple task such as current registration for supervisory training may be hard to maintain in a manual system. Given enough volume, the following benefits of automating the training function are quite compelling.

Assign training requirements to employees by job title, department and project requirements. The training request can be any of the following:

- Training roadmap based on the designation on employment
- Request from an employee for skill upgrade
- Request from the respective department head for training for their current requirement

Training Schedule The training manager can analyze all the requests from various source and schedule trainings based on priorities by identifying the trainer, venue etc. The system verifies for any overlapping of the schedules, trainer or venues and generates a training plan. The training plan or schedule is always available on the main screen of Tsharp whenever a user logs on. During the training schedule the training manager can also estimate the cost for each training and finally compare the same with the actual expenses. The training cost could include trainer cost, venue cost, material cost etc.

Option	Course Type	Course Name	Instructor	Venue	Commencement Date	Closing Date
<input type="checkbox"/>	Programming	Web	Keerthi Kumar	Maya Hall	05/11/2002	10/11/2002
<input type="checkbox"/>	Technical	Flash	Keerthi Kumar	Lal Bagh	01/11/2002	02/11/2002
<input type="checkbox"/>	Induction	Java	aaa	Lal Bagh	05/11/2002	10/11/2002
<input type="checkbox"/>	Induction	Inspection and Moderation	Keerthi Kumar	Maya Hall	11/11/2002	11/11/2002
<input type="checkbox"/>	Induction	Class	aaa	Lal Bagh	05/11/2002	10/11/2002

Tsharp can also store the checklist for each training and later track the same by generating automatic reminders.



TRAINING MANAGEMENT SYSTEM

Notification The system generates email reminders whenever a new training is scheduled and the same gets mailed to all the requested candidates and department heads.

Register / Un-register An employee can register / un – register to or from a scheduled course. Whenever an employee registers to a particular course, an unique enrollment number is generated. However if the enrolled candidates exceeds the total available seats, the candidate gets registered to the waiting list and the system automatically shifts from wait list to enrolled list when any other candidate un-registers from the course

Training feedback The trainer or the trainee can provide their feedbacks on the training. The feedback data would be very important to analyze the trainer and the trainee. The training manager or the trainer can generate customized feedback forms.

Reports Tsharp generate various customizable reports. Few of which are listed below:

- Training completion certificate
- Training feedback
- Training notification
- Training calendar
- Training enrolled and wait list
- Employee gap analysis
- Employee department list
- Training estimation and expense summary
- Training requests report
- Training attendance
- Trainer analysis report

Certificate of Completion
Certificate of Completion Awarded to **Baba Pakarudeen**
For Successful Completion of **Induction**
Course Type: *Practical* Course Name: *Web*
Commence Date: *14/09/2009* Closing Date: *14/09/2009*
Percentage: *22.00 %* Status: *Fail*
Dated: *14/09/2009*

Class Name	Sub	Course Type	Course Name	Consultant Name	Commence Date	Closing Date	Venue	Course Status
1	Orientation	Personality skills	Awaratha	12/01/2003	06/12/2003	Major Hall	3 Days	
2	Induction	Spoken English						
3	Induction	Spoken English						
4	Programming	Web						
5	Induction	Java						

TRAINING COST REPORT

Class Name	Cost	Expense
01-0001	100,000.00	100,000.00
Total Students	10,000.00	10,000.00
	5,000.00	5,000.00
	5,000.00	5,000.00
	10,000.00	10,000.00
	10,000.00	10,000.00
	100.00	100.00
Total Expense	1,05,100.00	1,05,100.00
Start / End Date	14/09/2009	14/09/2009

Friday, September 16, 2009 Page 1 of 2 PORT HARDWARE REPAIRING COMPANY LTD.

System Requirements

System	Hardware	Software
Server	Pentium III, 2.4GHz and higher 512 MB and higher RAM 80 GB HDD and other standard configuration	Windows 2000 and higher server IIS 5.0 and higher MS SQL Server 7.0 and higher
Client	Pentium system, 900 MHz and higher 64 MB and higher RAM and other standard configuration	Windows 95/98/XP/ME or higher Internet Explorer 5.0 and higher

Ordering

TS-9007-001	Full featured browser based Tsharp runtime with Unlimited License-MS SQL
TS-9007-002	Full featured browser based Tsharp runtime with Unlimited License-MY SQL
TS-9007-003	Full featured browser based Tsharp runtime with 5 user license – MS SQL
TS-9007-003	Full featured browser based Tsharp runtime with 5 user license – MY SQL
TS-9007-004	5 Additional license
TS-9007-005	Single user license (standalone system)

Related Products

Skillview - is a customizable online test administration and assessment software framework adaptable to areas like educational institutes, recruitment industry and other industry verticals.

Other Products

eCal – The Calibration Management System for refineries and manufacturing industry finds its application in calibration of Pneumatic, Electrical and Temperature equipments.

About us Access Automation Pvt. Ltd., headquartered in Bangalore, India is involved in the business of providing high quality solutions to industry verticals: energy, healthcare, manufacturing and education. Our highly qualified and experienced team of professionals has a mission of bringing in automation to your business. Through state-of-the-art technology and development methodology, we have introduced frameworks and solutions for the automation market.

Our area of expertise include Test and Measuring Instrumentation, Man-Machine Interface, Calibration Work Bench, PC based Instrumentation, Automation of information flow from plant floor to management, Functional Test Solutions, Data Acquisition Systems and Web based Solutions.