



insight training and competence training management

overview

The management of training is often an underestimated task. Building the portfolio of courses, assigning the right people to the right courses without over populating them, managing the facilities and training equipment is a time consuming logistical challenge and often prone to manual mistakes.

Insight Training Management removes this unnecessary pain. It enables a portfolio of courses to be quickly built and maintained, storing all the key information such as the course objectives, pre-requisites and course descriptions. These courses then can be built into a course schedule and published online. The training manager can view and edit these courses, even cancelling or rescheduling them if necessary.

Individuals are nominated for courses by the course organiser, their supervisor or even by themselves. The course organiser will then accept or reject the nominations up to the point that the course is full. The system manages the cancellation of courses or of individual bookings.

insight integration

The system is, of course, integrated to the other Insight modules so if for example an adviser is removed from a 'development track' this will automatically cancel the participation in any courses that were derived from that track. In addition all courses attended and their outcomes are logged back in the learning and development module.

a product from



benefits

The streamlined paperless process has a number of key benefits including:

- More professional and efficient training services for advisers
- A consistent standard of administering courses
- Reduction in costs and effort to manage course schedules
- Removal of human errors such as overbooking
- Ease and speed of managing change such as course cancellation or addition of new courses
- Integration to other insight modules to ensure achievements are logged
- Consistent training records across different business functions
- Integration with the learning and development module removing the duplication of training records.