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**Subject:** [AMS-HRTRAINERS-L] System Training update  
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Dear A&M System Training Coordinators and other Training listserv members,

Hope you are enjoying your summer so far! I am writing to give you a brief update on five areas:

- 1) TrainTraq version 2.0
- 2) New online training development tool
- 3) Upcoming training releases
- 4) New automated monthly training reports
- 5) Training Shared Services

#### 1. TrainTraq version 2.0

As you know, the System Offices Enterprise Software Initiatives (ESI) and Training teams have been collaborating on a rewrite of TrainTraq for the past several months. We are almost done and are targeting roll-out for late October. TrainTraq 2.0 will have all the current capabilities plus several new capabilities that you've been asking for, including: 1) an interface for managers to view and to assign training to direct reports; 2) increased flexibility in defining groups of employees to receive assignments; 3) implementation of the Sharable Content Object Reference Model (SCORM) standard, which will make it easier to develop or purchase online training (E-Learning) and deliver it via TrainTraq; and 4) a user-friendly, point-and-click interface similar to LeaveTraq. In the coming weeks, we will be contacting the Training Coordinators ([http://tamus.edu/offices/training/docs/Training\\_Contacts.pdf](http://tamus.edu/offices/training/docs/Training_Contacts.pdf)) to schedule training and to assist them in preparing for the transition at their System Member.

#### 2. New online training development tool

The System Offices recently purchased a new E-Learning authoring tool called Articulate (<http://www.articulate.com/>). We will be using Articulate for our online training development going forward. Two major benefits of using Articulate are: 1) it allows rapid development of attractive and interactive online training; and 2) training that is created using Articulate is SCORM-compliant and can be delivered via TrainTraq. This should make it much easier for System Members to develop, deliver, and share online training. We have been providing demos of Articulate upon request. If you would like to schedule a demo or to learn more about Articulate, please contact Ashley Christian ([achristian@tamu.edu](mailto:achristian@tamu.edu), 979-458-6173).

#### 3. Upcoming training releases

The *Creating a Discrimination-Free Workplace* and *Ethics* courses are being redesigned and updated using Articulate. The new versions will be released around the same time as the roll-out of TrainTraq 2.0.

We are also developing two new online courses in the following areas: 1) *Time and Effort*

*Reporting*, which is designed for PIs and other employees who are required to certify effort on sponsored research projects; and 2) *Cash Handling*, which is designed for employees who handle cash as part of their jobs. These courses are based on their respective System Regulations and will be released around the same time as the TrainTraq roll-out. We will keep you updated on their status and on any System-wide requirements that may arise.

#### 4. New automated monthly training reports

We recently created a new training report using the Data Warehouse Business Objects scheduling tool. This report, which is completely automated, was released to System Member Training Coordinators last month. It is designed to provide a division/college-level view of training compliance for each of the System-required courses. The purpose of the report is to help System Members to identify and prioritize areas that need closer attention (if any). Business Objects will automatically generate a training report for each System Member on the 1<sup>st</sup> day of every month and then e-mail the report to the respective Training Coordinator. Please let us know if you don't receive your report or if you have questions or concerns about it.

#### 5. Training Shared Services

Many of you have probably heard about the nine Shared Services Opportunities Teams for the A&M System (<http://news.tamus.edu/2009/06/26/shared-services-opportunities-teams-formed>). The teams have been charged with "improving quality and efficiency, defining and seeking the input of stakeholders, operating with transparency, enhancing customer service, and maintaining an awareness of all consequences" in one of nine areas. Anne Mayer, Director of Training at Texas A&M, is serving as the Team Leader of the Training Shared Services Team. She may have already contacted or will be contacting some of you in the coming weeks to solicit your input. Please provide her your full support.

If you have any questions, please let us know. Thanks for your time, and have a great summer!

Pat

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