

PEOPLESOFT ENTERPRISE LEARNING MANAGEMENT



LEARNING MANAGEMENT

- Align learning with organizational goals
- Promote a high performing culture
- Streamline the learning process and reduce costs

Organizations continue to focus on gaining a competitive advantage through the use of effective talent management practices to help them address a variety of business challenges. These challenges include aligning learning with organizational goals, creating a performance-driven culture, and finding ways to reduce the ongoing costs of providing learning opportunities for the workforce.

Learning management is a critical element of a solid talent management strategy. Learning management systems are designed to improve workforce competency through the delivery and tracking of learning events, such as traditional classroom activities, web-based and other formal and informal learning activities. These events allow a workforce to adapt and learn in a competitive and changing environment. Effective learning management facilitates communication between business leaders and employees, provides clear direction on organizational goals, encourages ongoing employee development, and can ultimately drive organizational performance to higher levels while reducing operating costs.

Oracle's PeopleSoft Enterprise Learning Management is the integrated application that increases workforce knowledge, skills, and abilities to help you achieve critical organizational objectives.

Best Practices

Enterprise Learning Management enables talent management best practices including:

- Promoting employee engagement and improving workforce performance by automatically recommending learning opportunities based on organizational goals and events.
- Deploying the right learning to the right person at the right time, in any learning medium by way of a single user interface.
- Embedding learning into all of your critical business processes to reduce learning costs and improve productivity

Key Benefits

Enterprise Learning Management will help you realize these key benefits:

- **Improve Performance.** Targeted learning based on organizational goals is deployed quickly and effectively to your workforce improving business performance and fostering employee engagement and development.
- **Reduce Costs.** Streamlining the learning process through embedded learning and administrative efficiencies reduces the cost of tracking and delivering learning.
- **Achieve Integration.** Tight integration with Oracle's PeopleSoft Enterprise HR and talent management suite helps you achieve timely learning and career development, succession planning, and effective performance management.

Improve Performance

Organizations are focusing on developing their human capital as they seek to drive business and workforce performance. To gain a competitive advantage, you must deliver targeted, personalized learning to employees — giving them the skills and knowledge that they need to help your organization achieve its goals. By increasing employee performance through intelligent learning strategies and by decreasing learning costs, you can positively impact the bottom line.

Maintain Certifications and Compliance

Today's organizations must also satisfy a variety of learning and development needs, not least of which is compliance, regulatory, and change management objectives. The global regulatory climate requires corporations to validate employee performance in order to comply with multinational statutes and regulations. The Occupational Safety and Health Act (OSHA), the Food and Drug Administration 21 CFR Part 11, and scrutiny by the Security and Exchange Commission (SEC) on corporate accounting practices are just a few examples of the growing regulatory environment.

Enterprise Learning Management helps to achieve and maintain regulatory compliance by automating the delivery of mission-critical learning—and by tracking the completion of certifications and the review of standard operating procedures. Organizations can mitigate risk and increase compliance with corporate governance laws, such as Sarbanes-Oxley, by ensuring that their policies and procedures are not only disseminated, but also, and more importantly, understood.

Improve Workforce Performance

Enterprise Learning Management improves workforce performance by enabling you to:

- Align learning with business goals.
- Equip your workforce with proactive and reactive mission-critical knowledge.
- Optimize your learning delivery to increase knowledge retention.
- Embed intelligent learning into business processes.
- Leverage Oracle's PeopleSoft Enterprise HRMS Talent Management, an integrated organizational development suite, to tie learning to competencies, performance management, career development and succession planning.

Provide an Exceptional User Experience

With Enterprise Learning Management, learner, instructor, manager, and administrator processes are seamless—regardless of the type of learning. A learner can search for, enroll in, request, and launch any type of learning activity from a single learning page. A calendar view provides a quick glance at their upcoming scheduled learning activities. Learning objectives give them a clear line of sight into the purpose and source of a learning activity.

Managers can quickly view team members' learning plans, add learning objectives, and enroll individuals or groups into learning activities. Instructors benefit from full roster support, a new calendar view of their scheduled activities, automated reminders with optional instructor notes and attachments, and automatic attendance recording. Training and catalog administrators benefit from the streamlined learning process through the features described here.

My Learning

You can view five of your most current activities and programs or select the All My Learning link to view all of your activities and programs. You can search for learning using a keyword search or access the Advanced Search or Browse Catalog by selecting the corresponding link. To view your scheduled activities, select the View Calendar link. Submit a learning request by selecting the Request New Learning link.

Search Learning Catalog

Select Search Category: [Activities](#) | [Catalog Items](#) | [Programs](#) | [All](#)

Search the Catalog:

[Advanced Search](#) | [Browse Catalog](#) | [Request New Learning](#)

My Learning Activities							Customize 1-5 of 5
Title	Type		Status	Date	Action	Launch	
Time Management	External Vendor Self Paced	<input checked="" type="checkbox"/>	In-Progress	11/13/2002	<input type="button" value="Drop"/>	<input type="button" value="Launch"/>	
Building Customer Loyalty	External Vendor Scheduled Lrn	<input checked="" type="checkbox"/>	Enrolled	11/13/2002	<input type="button" value="Drop"/>		
Communication Etiquette	External Vendor Self Paced	<input checked="" type="checkbox"/>	Enrolled	08/24/2009	<input type="button" value="Drop"/>	<input type="button" value="Launch"/>	
PeopleTools-1	Web-based Training	<input checked="" type="checkbox"/>	Enrolled	08/24/2009	<input type="button" value="Drop"/>	<input type="button" value="Launch"/>	
Network Design and Administration (Part 1)	Blended Learning	<input checked="" type="checkbox"/>	Completed	08/25/2009		<input type="button" value="Launch"/>	

[All My Learning](#)

[View Calendar](#)

My Certification Status				Customize 1 of 1
Program Name		Status	Status Date	Recertify
Network Engineer Level 01 Certification	<input checked="" type="checkbox"/>	Complete	2009-08-25	Recertify

My Learning Objectives							Customize 1 of 1
Title	Proficiency	Status	Target Completion	Assigned By	Learning		
Relationship Building		<input checked="" type="checkbox"/> In-Progress		Luis Martinez	Building Customer Loyalty	<input type="button" value="Delete"/>	

[All My Learning Objectives](#)

The My Learning page enables your employees to quickly view and update their learning activities, tasks, and assignments. They can view their current learning activities, their certification status, learning objectives they need to complete, and their learning history.

Reduce Costs

Enterprise Learning Management reduces learning costs by enabling you to:

- Streamline and automate the learning process.
- Eliminate integration costs.
- Reduce learning waste by deploying just-in-time, targeted, and personalized learning.
- Reduce travel-related training costs.

Blended Learning

Enterprise Learning Management supports your full learning lifecycle with next-generation blended learning. It provides complete support for complex learning models and supports any type of learning, including:

- eLearning and webcasts.
- Instructor-led courses.
- Self-paced activities and on-the-job training.
- Books and white papers.

- Degree, curriculum, and certification programs.
- Tasks, ad hoc, and supplemental learning experiences.
- Any other delivery method that your organization may use.

This blended learning framework supports not only all delivery methods but also multiple delivery methods within a single learning activity. This flexibility enables organizations to optimize learning by choosing multiple delivery methods to meet a single business need.

Enrollment

The Enterprise Learning Management enrollment engine manages enrollments and drops with support for employee and manager self-service or backoffice enrollment. It offers security based on pages, components, row levels, organizational structures, and group actions. The enrollment engine supports:

- Capacity and prerequisite checking.
- Waitlist and enhanced reserved seating management.
- Mass enrollment.
- Time conflict and drop deadlines.
- Prior enrollment and completion.
- Workflow and notification management.
- Multiple payment methods and internal and external pricing.
- Historical credits and completion rules.
- Required and optional components.

Employees can view, request and enroll in learning that has been recommended based on performance reviews or organizational triggers. Managers can enroll their team members through automated workflow and monitor their progress through attendance and grading management features.

Attendance and Grading

Instructors can see the rosters for their classes and easily mark attendance and grades or automate the process by using business rules. Once grades and attendance are marked, the activity is checked as completed for the learner, and results are visible on the learner's transcript. Any associated learning objectives are marked as "met." Enterprise Learning Management closes the loop with PeopleSoft Enterprise HRMS by automatically updating the source competencies.

Learning Requests

Employees and Managers can submit requests for additional courses and activities to be offered to meet their learning needs. Administrators can monitor and view the current status and history of each learning request and provide training that truly meets the needs and demands of the organization and its workforce.

Learning Portfolio Management

Learning Portfolio Management is a collection of features that automate and streamline the Planning, Tracking and Analysis phases for the management of

Budget, Learning Demand, Resources, Cost and Revenue. Learning Portfolio Management support has been extended through improvements to the cost tracking and reporting features in ELM 9.1.

The Training Plan Budget Model feature enables administrators to plan, track and report training expenses for both budgeted and actual costs by:

- Specifying planned cost for courses.
- Specifying budgets for training departments.
- Viewing current learning demand.
- Modeling the training plan for the next plan period.
- Comparing the current learning demand to the modeled training plan.

Training Plan Budget Model

Budget Model Id: 12
 Training Plan Id:

Run

As of Date: 01/01/2010 Finalization Date:
 Start Date: 01/01/2000 End Date: 01/01/2010
 Business Unit: Learning Environment: North America
 Company: Establishment:

Budget Model End First 1 of 1 Last

Name: Human Resources Budgeted Amount: 10000.00 Currency Code: USD
 Ratio (%): 17.00 Total Activity Cost: 1700.00 Currency Code: USD

Item Type	Long Description	Base Cost	Training Demand	What If Demand	Current Cost	Budgeted Cost	Currency Code
Activity	IBS RES CONFLICT ILT 01 - Resolving Conflict	100.00	2	<input type="text" value="2"/>	200.00	200.00	USD
Activity	EXT COMM ETIQUETTE WBT 01 - Communication Etiquette	100.00	2	<input type="text" value="2"/>	200.00	200.00	USD
Activity	EXT EMAIL MARKET WBT 01 - Email as a Marketing Tool	100.00	1	<input type="text" value="1"/>	100.00	100.00	USD
Activity	EXT SHARED VISION WBT 01 - Communicating a Shared Vision	100.00	1	<input type="text" value="1"/>	100.00	100.00	USD
Activity	EXT WORK IMPROVE WBT 01 - Continuous Workplace Improvement	100.00	1	<input type="text" value="1"/>	100.00	100.00	USD
Program	BasMgmt01 - Basics of Management	500.00	2	<input type="text" value="2"/>	1000.00	1000.00	USD
Total Cost:					1700.00		
Total Budgeted Cost:					1700.00		

The Training Plan Budget Model page enables your administrators to create learning budget models and track and compare current learning demand with your budgeted training plan.

Notifications

Targeted messaging is a key function that keeps employees in touch with the latest training requirements and learning opportunities needed to maintain compliance and improve their job performance. Enhanced notification functionality allows administrators to customize when notifications are sent, the content of those notifications, and which recipients will receive the notifications.

Learning Environments & Learner Groups

Learning environments can be thought of as separate learning domains within the learning management system, each with their own classes, content, and business processes. Separate training administrators can be defined for each learning environment, providing distributed and autonomous learning management. Likewise, the content of each learning environment may be easily shared among administrators.

Learner groups target learning to specific audiences and determine which parts of the learning catalog employees can access. Learner Groups can be defined based on any attribute in the Enterprise Learning Management system. The combination of learning environments and learner groups distributes administration and self-service access according to individual business rules and organizational structure.

Examples of common implementations of learning environments & groups include:

- By roles such as salespeople, customer service, employees, or customers
- By business units, divisions, or departments
- By geography

Resource Management

Enterprise Learning Management supports the management of resources such as equipment, materials, facilities, and instructors. It provides template-based scheduling of resources for fast, automated scheduling and conflict resolution and allows rooms to be managed for both learning and non-learning activities. Track equipment at the room, facility, or individual item level, attach materials to catalog items, and track the attributes and preferences of instructors and facilities.

Curriculum and Certifications

Enterprise Learning Management enables users to present a program of learning that guides students through one or more sections of catalog items. In building a curriculum or certification program, Enterprise Learning Management provides:

- Certifications requirements including nested programs, cascading expiration dates, and completion rules.
- Objective, prerequisite and equivalency support.
- Support for eSignatures.
- Effective-dated support for new program requirements.
- Administration for program roster and setup components
- The ability for an administrator to waive, revoke, expire and reissue a certification.
- Configurable security enabling an administrator to manage certifications.
- Notifications for certification status changes like waived, expired, revoked, and reissued.

- Advanced reporting options for tracking certification completions, compliance, and auditing issues.
- Identification of required and optional items.

Surveys

Surveys can be created, delivered as part of a learning activity, and the results reviewed. The feedback gathered can gauge the effectiveness of the delivered learning and be used to refine the learning catalog to ensure the learning offered meets the expected outcomes and organizational goals.

Survey Definition for Program Management

This Survey is for program management class please fill the questionnaire given below.

Are you satisfied with the content in this program?

Available Responses	
<input type="radio"/>	Yes
<input type="radio"/>	No

What are all topics you covered in this program?

Available Responses	
<input type="checkbox"/>	Planning
<input type="checkbox"/>	Execution
<input type="checkbox"/>	Modification as per changes

The new Survey feature may be used to collect feedback From the learners

Approval Framework

The integrated approval framework offers flexibility to manage multiple stages, paths and steps for approval transactions and rule-based approval process configuration. The Approval Framework can be used with enrollment requests for activities, registration requests for programs, and supplemental learning requests.

Catalog Management

ELM provides a way to automatically load the learning catalog through the use of templates that provide the necessary field mapping and system defaults for SCORM, AICC, and XML formats. Once the content is loaded, administrators can review the data before making the new content accessible to users in their learning communities.

Administrative enhancements, such as automatic course and activity code generation and activity cost updates, further automate the creation of the learning catalog, improving efficiency and reducing administrative costs.

Achieve Integration Across All Business Processes

Enterprise Learning Management manages the business of learning with the goal of increasing the operational efficiency of the extended learning process. Using web services and industry standards, it is open to all content and systems—including any enterprise application (such as human resources, financials, or customer resource management), third-party solution, or homegrown solution. Enterprise Learning Management complies with SCORM 1.1 and 1.2 and AICC standards to ensure integration of a wide variety of content into your learning programs. In addition, it offers out-of-the-box integration with PeopleSoft Enterprise Human Resources, ePerformance, Career Development and Succession Planning, and Financials applications from Oracle.

Learning Objectives

Enterprise Learning Management's objective model triggers targeted learning based on events in source systems, such as transactions, metrics, or thresholds. Enterprise Learning Management provides out-of-the-box integration with events in Oracle's PeopleSoft Enterprise HRMS, such as new hires, job changes, performance evaluations, or any other type of update to core competencies. Alternatively, any enterprise application can trigger learning events by using the delivered web services.

Talent Management Integrations

ELM integrates with PeopleSoft 9.1 Human Resources and Talent Management applications to provide both employees and managers with insight into related learning activities.

The Profile Management integration provides job roles and competencies to be integrated with ELM and used to target learning activities to meet needed competencies. With ePerformance, Managers and employees have the ability to review and search for learning based on their target ratings in their performance evaluations. ELM also enables managers to monitor and validate progress toward Career development objectives or goals. Succession Planning integration includes targeting learning to potential successors in preparation for their new roles.

Leverage PeopleSoft Enterprise Portal Technology

Enterprise Learning Management can be used seamlessly with Oracle's PeopleSoft Enterprise Workforce Development Portal—a powerful tool that supports content management, navigation, learning pagelets, branding capabilities, communities of interest and practice, surveys, and role-based personalization. Workforce Development Portal, which consists of Oracle's PeopleSoft Enterprise Portal Pack and portal pagelets, also delivers an effective context manager, which can automatically display all relevant resources, including learning, inside your business process.

Financials Management

Enterprise Learning Management contains a robust sub-ledger and integration with Oracle's PeopleSoft Enterprise General Ledger. By using web services, you can integrate ELM with outside financial systems. The financials integration feature enables you to:

- Post chargeback and invoice data to the subledger automatically (when certain enrollment conditions are satisfied) and export this data to General Ledger.
- Produce a variety of financials reports.
- Process credit cards, checks, charge-backs, cash, purchase orders, and training units.

French Specific Enhancements

For any company doing business in France, tracking training requirements and costs for each of your employees is a statutory obligation.

This feature supports Droit Individuel à la Formation or Individual Training Right, helps to plan and budget the training for the next plan period, supports and creates a training plan report for the Worker's Council, and tracks the training information needed for the 2483 report.

Results You Can Count On

Oracle's PeopleSoft Enterprise Learning Management gives you the powerful technology and flexibility that you need to develop your organization's workforce to its fullest potential.

Oracle's PeopleSoft Enterprise Learning Management enables you to:

- Streamline learning management. Replace highly inefficient, disparate tools with one integrated self-service solution.
- Drive business results. Link business objectives to targeted learning development goals to ensure key initiatives are adequately supported and track training progress toward completion.
- Facilitate organizational change. Link key organizational initiatives to employee training initiatives.
- Increase employee success. Provide the learning opportunities needed to meet an individual employee's performance improvement needs and career goals.
- Improve talent management. Easily identify development needs and target appropriate learning.
- Reduce risks. Easily track certification and compliance requirements across the organization.

- Achieve integrated talent management. Oracle's PeopleSoft Enterprise Learning Management's integration with Manage Profiles, ePerformance, Plan Successions, and Career Development allows you to leverage critical information about your talent across business functions, providing you deep insight into your workforce and enabling you to make better informed talent management decisions.

Why Oracle?

Oracle's PeopleSoft Enterprise talent management solutions can help you maximize the value of your workforce while slashing back-office costs, providing good service to employees, and complying with HR regulations. These solutions enable you to:

- Attract, retain, and motivate top talent with flexible, workflow-driven talent management
- Gain visibility into your workforce with talent management analytics
- Drive a strategic end-to-end talent management strategy with a single, integrated system for all talent related activities

Contact Us

For more information about PeopleSoft Enterprise Learning Management, please visit oracle.com or call +1.800.ORACLE1 to speak to an Oracle representative.



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