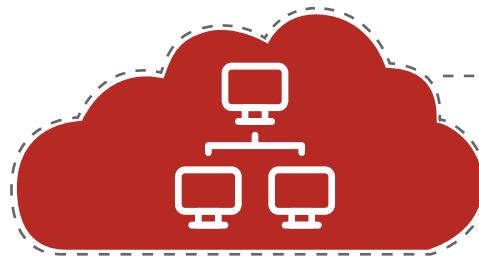


# TRAINING MATRIX

## Automate Management of Company-Wide Training



Assigned				Add Course	Indicators
Title	Pass Mark	Estimated Time	Added	Print Materials	Lock
Working at Heights	2 / 2	75%	30 Minutes	09/05/2017	<a href="#">Start</a>
Working at Heights Modules	100%	180 Minutes	09/05/2017	<a href="#">Start</a>	<a href="#">Print</a>
In Progress					
Title	Segment	Started	Print Materials		
2010 Contractor Environmental FRENCH video	1 / 1	21/02/2018	<a href="#">Print</a>	<a href="#">Rescue</a>	<a href="#">Delete</a>
Accident/Incident Investigation	1 / 1	02/11/2017	<a href="#">Print</a>	<a href="#">Rescue</a>	<a href="#">Delete</a>
Blasting Area Safety	1 / 1	02/06/2017	<a href="#">Print</a>	<a href="#">Rescue</a>	<a href="#">Delete</a>
Confined Space Entry and Monitor	2 / 190	25/08/2017	<a href="#">Print</a>	<a href="#">Rescue</a>	<a href="#">Delete</a>
Course Admin Tutorial	2 / 2	20/04/2018	<a href="#">Print</a>	<a href="#">Rescue</a>	<a href="#">Delete</a>
CSGP Exam Preparation	254 / 349	12/04/2018	<a href="#">Print</a>	<a href="#">Rescue</a>	<a href="#">Delete</a>
Formal Workplace Inspections	2 / 37	08/11/2017	<a href="#">Print</a>	<a href="#">Rescue</a>	<a href="#">Delete</a>
Fort Hills Orientation 2015	1 / 1	03/05/2018	<a href="#">Print</a>	<a href="#">Rescue</a>	<a href="#">Delete</a>
Ground Disturbance 201	19 / 307	16/03/2018	<a href="#">Print</a>	<a href="#">Rescue</a>	<a href="#">Delete</a>
Ground Disturbance No-igate	1 / 1	05/12/2017	<a href="#">Print</a>	<a href="#">Rescue</a>	<a href="#">Delete</a>
Hazard Identification, Assessment, and Control	31 / 42	05/02/2018	<a href="#">Print</a>	<a href="#">Rescue</a>	<a href="#">Delete</a>
Hazards of Speeding for Light Commercial Vehicles	1 / 1	19/05/2017	<a href="#">Print</a>	<a href="#">Rescue</a>	<a href="#">Delete</a>
Hazards of Teleicing for Large Vehicles	1 / 1	19/05/2017	<a href="#">Print</a>	<a href="#">Rescue</a>	<a href="#">Delete</a>
Hazards of Teleicing for Light Commercial Vehicles	1 / 1	19/05/2017	<a href="#">Print</a>	<a href="#">Rescue</a>	<a href="#">Delete</a>
HSG Orientation	1 / 28	16/03/2018	<a href="#">Print</a>	<a href="#">Rescue</a>	<a href="#">Delete</a>
Infectious Materials Transportation	1 / 1	23/05/2017	<a href="#">Print</a>	<a href="#">Rescue</a>	<a href="#">Delete</a>
Managers Role	1 / 1	22/02/2018	<a href="#">Print</a>	<a href="#">Rescue</a>	<a href="#">Delete</a>

Using the Training Matrix, you can upload your organization's unique company roles and training topics, set training requirements and the courses that satisfy them, and quickly assign training to thousands of employees.



# Managing employee training can be challenging. The solution? Automate it.

## Simple Set-Up

Many system matrices take extensive time and effort to set up. Ours can be set up in three easy steps:

**1.**
**Roles and Topics**

**Training Records**
**Training Metrics**
**Training Providers**

This page allows you to add or update company roles and training topics used for your learning matrix. You can also filter the roles and topics you want to display in your training matrix.

**Company Roles**
**Training Topics**

Enter one or more company roles into the field below, then click Add. If you are entering more than one role, separate each one with a comma.
Enter one or more training topics into the field below, then click Add. If you are entering more than one topic, separate each one with a comma.

Add Company Roles:

Add

Add Training Topics:

Add

**Roles**
**Topics**

Company Roles	Action
Accountant	<span style="color: red;">Delete</span> <span style="color: red;">Edit</span>
Administrator (DN)	<span style="color: red;">Delete</span> <span style="color: red;">Edit</span>
Articulated Truck Operator	<span style="color: red;">Delete</span> <span style="color: red;">Edit</span>
Articulated Truck Operator (DN)	<span style="color: red;">Delete</span> <span style="color: red;">Edit</span>
Automotive Mechanic	<span style="color: red;">Delete</span> <span style="color: red;">Edit</span>
Chief Operating Officer	<span style="color: red;">Delete</span> <span style="color: red;">Edit</span>
Controller	<span style="color: red;">Delete</span> <span style="color: red;">Edit</span>
Corporate Administrator	<span style="color: red;">Delete</span> <span style="color: red;">Edit</span>
Corporate Administrator (PT/Temp)	<span style="color: red;">Delete</span> <span style="color: red;">Edit</span>

Training Topics	Action
AMSA Supervisor Education Program	<span style="color: red;">Delete</span> <span style="color: red;">Edit</span>
Argo Training (DN)	<span style="color: red;">Delete</span> <span style="color: red;">Edit</span>
Argo Training (NACG)	<span style="color: red;">Delete</span> <span style="color: red;">Edit</span>
Articulated Truck Evaluation (DN)	<span style="color: red;">Delete</span> <span style="color: red;">Edit</span>
Articulated Truck Evaluation (NACG)	<span style="color: red;">Delete</span> <span style="color: red;">Edit</span>
Articulated Truck Maintenance Evaluation (NACG)	<span style="color: red;">Delete</span> <span style="color: red;">Edit</span>
Articulated Truck Maintenance Training (NACG)	<span style="color: red;">Delete</span> <span style="color: red;">Edit</span>
Articulated Truck Training (DN)	<span style="color: red;">Delete</span> <span style="color: red;">Edit</span>

Delete All Roles
Delete All Topics

Enter your company's roles and training topics.

Specify courses that satisfy the training topics.

## Features



**Automatic Assignment:** The Training Matrix not only allows training to be set as optional or required based on an employee's role and location, but also makes it possible to automatically assign training at given intervals or on expiration.



**Gap Analysis:** Using powerful algorithms and parameters set by the Training Matrix, required training for each employee is identified and compared against completed online and classroom training. A detailed gap analysis report is generated showing which regions, work sites, departments, and even individuals are behind in their training.



**Classroom Link:** Hyperlinks can be created that allow your employees to click on a training topic and be automatically redirected to a calendar showing available classroom training sessions that meet the training topic requirements.

# Certification Program

The Training Matrix allows training topics to be constructed with multiple levels, each with its own requirement. This functionality allows for the creation of certification programs in which each requirement must be met to advance to the next level. Requirements for each level can be based on completion of a specific course, completion of a subset of courses from a course pool, or completion of a minimum number of training hours. The options are endless.