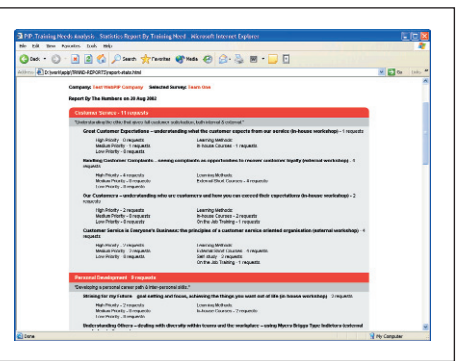
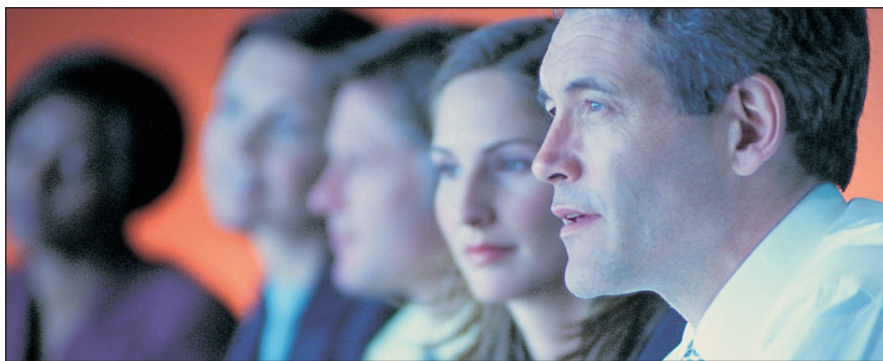


myTraining →

HAVING A PROBLEM WITH FINDING OUT WHAT TRAINING NEEDS YOU HAVE AND THEN ANALYSING THESE?

myTraining is a smart, easy to use, online Training Needs Analysis (TNA) tool. It can operate fully integrated with myReview or as a stand-alone survey tool that can be customised to fit the perceived training needs of any organisation.



Training needs are automatically collected through this innovative, time saving tool. myTraining eliminates practically all the administration involved in a traditional paper-based TNA survey and it has a very high compliancy rating of 95% plus. myTraining is proactive and will follow-up those who do not get their training requests in by the agreed date.

The designated in-house myTraining coordinator simply sets up the survey for as many people needing to be surveyed, enters the training offerings, sets the desired start date, clicks the go button, then sits back and waits to run the five different reports once the results are in. Each report is very comprehensive and allows you to view the data from a number of different angles. For example you can report by all the people in the survey, specific teams, individual employees, a

particular training need, or the overall number of requests.

FEATURES & BENEFITS:

- Consists of a selection of training options tailored to the individual performer, or group of performers, based on the organisation-wide job specific skills & competencies.
- Training requests can be made directly by the individual or in consultation with his/her manager, and entered straight into the online myReview survey database.
- Five comprehensive training needs reports can easily be generated on demand so you don't need to wait until all the survey results are in.
- The ability to track the training requests made throughout the year.
- The ability to use this module in conjunction with myReview or utilise it on its own at a different time of the year.
- The ability to control the tool in-house and customise it to the organisation's needs.
- The ease of use and minimum level of administration – no more having to chase late surveys and hand-collate the results.
- A very high compliancy rate for survey returns within specified time frames.
- Training Needs Analysis made easy



**ENTERPRISE PERFORMANCE
IMPROVEMENT PROGRAM**

