

Learning Management Module



Employee Learning Management & Career Development

Appraisal Smart's Learning Management Module enables you to:

- ⇒ Create a Learning & Development (L&D) Library with your company-specific learning interventions/activities (internally or externally provided).
- ⇒ Manage employee Personal Development Plans (PDPs) and Career Development online (accessible by HR, managers and employees).
- ⇒ In addition to learning activities selected from the L&D Library, other learning activities can also be added to an employee's PDP such as on-the-job coaching, job rotation, special assignments, projects, etc.
- ⇒ L&D Reports can be produced at all company levels on demand and in real time to see who (and how many employees) are earmarked for the different training activities, who has been through specific training, what training is overdue, etc.
- ⇒ Reports can be generated by unit/department, location, job title, employee, line manager, target group, attainment, status, and L&D activity, or any combination of these.
- Duling L&D histories are permanently archived in the system database for easy access at any time, for year-

The <u>Learning Management Module</u> is an optional add-on module to the core <u>Appraisal Smart System</u> (regular employee performance appraisals) and/or the <u>Smart360 System</u> (360-degree feedback)

THE LEARNING AND DEVELOPMENT CYCLE



