Information needed to build A Training Plan

CCCT CPR/FA 2yr Renewal 690

← Back to Training Plan list

- ✓ **Basics**
- ✓ Scheduling
- ✓ Modules
- ✓ Settings

Search Filters

Clone

Start Building

Title*

CCCT CPR/FA 2yr Renewal 690

Description

For the autoassignment of the 2 year CPR/First Aid Course used by Crystal Holland

[Save]   [Next]

- ✓ Basics
- ✓ **Scheduling**
- ✓ Modules
- ✓ Settings

Search Filters

Create a Schedule

Should this Training Plan recur?
- ● Yes - Recurring
- ○ No - Nonrecurring

How should the module due dates be calculated?
- ○ Fixed to a specific date ⓘ
- ● Dynamically based on the user's previous completion date ⓘ

How many days after the most recent completion date should the module(s) be due? (Rollover days)

730

What should the initial due date be based on?
- ● Date the user is enrolled in the Training Plan
- ○ User's hire date

How many days after the user is enrolled in the Training Plan should the module(s) be due?

0

- ✓ Basics
- ✓ Scheduling
- ✓ **Modules**
- ✓ Settings

Search Filters

Add & Arrange Modules

+ Module(s)

	Title	Credit Hours	Due Date	Swap	
≡	CCCT CPR/First Aid - 2yr Renewal 690 _TN_CPR-FA_2yr_	6	30 day(s) after initial due date	⇄	✕
	Total: 1	**6**			

- ✓ Basics
- ✓ Scheduling
- ✓ Modules
- ✓ **Settings**

Search Filters

Set Enrollment Conditions

Module availability
- ○ Always Available
- ● 90 days prior to module due date (module availability)

Acceptance window for previously complete modules
- ● 731 days prior to Training Plan enrollment *(formerly Reporting Start Date)*
- ○ 90 days prior to module due date

☐ **Completion Based:** Only re-enroll Learners in modules once all modules have been completed

Remind learners / Send warning emails
- ● Yes
- ○ No

Information needed to build A Requirements Tracker Module

Louisiana - CPR Tracker

PROPERTIES | MODULE ASSOCIATIONS | SEARCH FILTERS

1. Name of Module as you would like to see in Learner Transcript
2. Training Hours
3. Instructions for Learners assigned to requirement.

1 CODE, TITLE & DESCRIPTION
* Required Field

Code * ⓘ
LATRK_CPR

Credit Hours *
4

Title *
Louisiana - CPR Tracker

Description (Objective/Purpose)

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Please submit a copy of your valid CPR Certification for your supervisor and/or HR to review. CPR Certifications must be valid in order to practice in the field, and should be renewed every 3 years. Please contact <> if you have any questions. If you have difficulty scanning and uploading a copy of your license, then you can send it directly to <> to meet this requirement.

This is for Louisiana Employees only. If you are not a Lousiana employee you have been misassigned to this module and should contact elearning@provcorp.com for assistance.

Visible in Admin Portal ● Yes ○ No

2 INSTRUCTOR

Instructor

3 ENROLLMENT SETTINGS

☑ Approved for Restricted Users
☐ Allow learners to self-enroll

Approved for Enrollment ● Yes ○ No

42 learners enrolled

SAVE

SAVE and GO TO ENROLLMENT

CANCEL

Owner
PathwaysHealth

Created
Monday, March 9, 2015

Last Modified
Tuesday, December 5, 2017

Training Plans
LA CPR Tracking