

## An Effective Quality System Ensures that Personnel are Competent and Qualified for their Role

Our **Training Manager 2.5** software helps you to manage the training required and received by each member of your organization.



### Why You Need This System:

#### Skills Inventory

To produce a great product or service, you must have skilled personnel. In a dynamic workforce, you must constantly evaluate training requirements

#### Avoid Downtime

When your only certified operator calls in sick or forgets to attend annual training, you're at risk. A system is required to give you advance notice of upcoming recertifications and analyze where backup operators are required.

#### Identify Training Schedules

It's a lot of work to keep personnel trained while not impacting the job that needs to be done. Training Manager helps you to optimize training schedules.

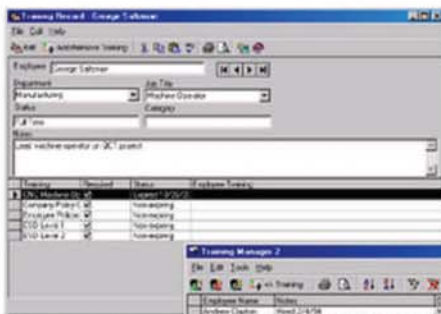
#### Maintain Training Records

While physical records will always be important, a database of training information provides significant advantages for the purpose of scheduling, reporting, and sharing information. Training Manager is fully network ready.

### Why You'll Love It:

#### Easy to Setup and Use

There's virtually no learning curve. Just start adding employees and information on their required training. The program learns as you go, so data-entry speed increases as you use it.

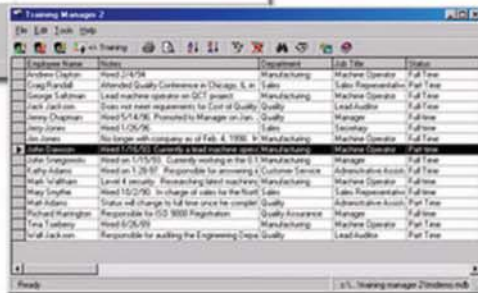


#### The Right Reports

Instantly print an employee's Training Record, a list of expired certifications, or upcoming training requirements for a department or individual. The reports have been carefully designed to help you meet quality system requirements.

#### Simplify Record Management

Nothing beats a database for maintaining information. Once you start using Training Manager, you'll find that information is easier to locate, update, and cross-reference.



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