

QUALITY MANAGER™

Training

Training Management for Training Professionals

Title21 Software's Quality Manager now includes powerful training management tools to help you keep on top of your most challenging training needs. As an integral part of the Quality Manager suite of modules, you can experience the benefits of an integrated system that helps you meet FDA, ISO and other regulatory requirements in a thorough and cost-effective manner. With Quality Manager's unique capabilities, you can ensure that not only does training occur, but *learning* as well.

With Quality Manager's Training Module, the training professional can:

- ⇒ **Automate tracking and related follow-up activities:** Users are automatically notified about new training tasks they've been assigned.
- ⇒ **Let users track their own training:** Through the Quality Manager Dashboard, users can keep track of what training they've completed as well as any upcoming training.
- ⇒ **Automatically trigger training upon Change Control or Document Change activities:** With Quality Data and Document Control's tight integration, training activities can automatically be spawned from related documents or other Quality Data changes (e.g. CAPA's, ECO's, Change Control, etc.)
- ⇒ **Automatically notify users of any overdue training requirements:** Quality Manager will automatically send an e-mail to individuals who have not completed their assigned training on time, as well as their supervisor, if so configured.
- ⇒ **Control data-entry based upon the person's training status:** Restrict data-entry to those persons who have completed the required training for a particular form/process. For instance, if a Lab Data Sheet is to be completed only by a Certified Technician, data-entry can be prevented if their training credentials are expired.
- ⇒ **Create and deploy customized exams for users to complete on-line:** Using Quality Manager's unique drag-and-drop interface, you can quickly create and deploy on-line electronic exams. Users can complete the exams on-line, and exams will be automatically graded by Quality Manager.
- ⇒ **Create comprehensive Personnel Training Paths:** You can create Training Paths that specify a sequence of linked and interrelated training courses for a given job code. Then after successful completion of a training requisite course, the next subsequent course is enabled for the person. Plus you can supplement an individual's Training Path with specialized courses.
- ⇒ **Automate Report Distribution:** Keep yourself and others informed by using Quality Manager's powerful Automated Report Distribution tool. Easily configure any report to be automatically run and e-mailed (in pdf format) on any recurring schedule you define. Reports can summarize and detail course completion records, performance scores, etc.



For more information or a web-demo, contact Title21 Software, Inc.

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