Training Summary

Access the Training Summary page:

Employee Self Service > Learning and Development > Training Summary

The Training Summary page will appear:

Training Summary

Willie Lou Wildcat

Internal Training

Course Name	Start Date	End Date	Status	Facility
Everyday Creativity	04/26/2004	04/26/2004	Completed	
Professional Communication	02/04/2003	02/04/2003	Completed	
Let's Talk HR	02/01/2001	02/01/2001	Completed	
Class Employee Rights & Respon	01/18/2001	01/18/2001	Completed	
How To Handle Difficult People	12/05/2000	12/05/2000	Completed	
HRIS Query Advanced	11/08/2000	11/08/2000	Completed	Computing & Network Services
Writing Position Descriptions	10/10/2000	10/10/2000	Completed	
Processing Funding in HRIS	09/20/2000	09/21/2000	Completed	Computing & Network Services
Rcdg Time & Leave Using HRIS	09/12/2000	09/13/2000	Completed	Hale Library
Classified New Employee Orient	09/07/2000	09/07/2000	Completed	

Other Professional Training

Course Name	Course Completion Date	Facility/School

If you have questions regarding this information, please contact your department personnel specialist.