Statewide Learning Management System

THIS MONTH'S TIP

Enrolling Multiple Learners

Agencies having more than 30 learners to enroll in training should search for their learners by organization rather than by individual learner. Select all from your agency and then eliminate those who should not be enrolled. It is easier to eliminate a smaller number from the list than to add learners to the list.

April 2013 Newsletter

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Report Manager

The **Report Manager** pagelet is a new enhancement to the SLMS home page for Administrators. It offers quick access directly from your home page to the reports and queries you've created. You will be able to click on the report or query and open it without going through the Main Menu. You are still be able to find reports and queries from the **Main Menu** under **Reporting Tools**.

Oracle Upgrade

Oracle has released a new version of their enterprise learning management system along with an upgrade in their PeopleTools product.

This upgrade is expected to take several months and will begin in April. As we move into testing the new version, we will be reaching out to you for assistance in testing. We will keep you informed on the progress of the upgrade as well as any effects it will have on SLMS.

Statewide Learning Management System

MARCH 2013 ADMINISTRATOR MEETING MINUTES

Administrator Updates

- **Query Training**

  We are looking to schedule another Query Training and must have 16 participants before scheduling the class. If your agency is interested in this training, please contact Katherine Napoli at Katherine.Napoli@goer.ny.gov or (518) 486-1305.

- **Reports**

  SLMS now offers 16 reports available for agency use. The Print Roster has been modified to alphabetize by last name.

- **PeopleSoft 9.2**

  Oracle recently announced a new release—Oracle PeopleSoft 9.2. SLMS will be upgraded to the new release starting in the spring with an anticipated completion date of August 2013. As part of the upgrade, PeopleTools will also be upgraded. The upgrade schedule and system blackout periods will be posted on the SLMS website within two weeks. There is a video on YouTube on the new ELM 9.2 features.
  http://www.youtube.com/watch?v=Z54wo_muxVk&list=PL4okLhHVjSg5nP9So9CtQVMeA_GS_PqAG&index=13

- **SLMS Administrator Training**

  The next SLMS Administrator training will be held on April 18 and April 19. Registration is available through SLMS. This is a great opportunity not only for new administrators but also as a refresher for existing administrators. We are also looking into hosting future classes via live webcast for those who cannot travel to Albany.

- **EEO Training**

  The mandated Statewide EEO Training is in its first phase. HR and Training Directors have received memos about this. This training will be offered online, as well as through instructor-led classes. All HR and Training Directors will be notified when this training is available in SLMS.

- **Website Upgrade**

  We have re-designed the SLMS homepage. As a result, the old SLMS homepage will be replaced in April and Administrators may need to contact the SLMS Help Desk to obtain new passwords.

- **Empire Knowledgebank**

  Most agencies will now be required to access the Empire Knowledgebank (EKB) program through SLMS. The newly purchased 2013 licenses have been processed and your agency EKB license counts should be up-to-date in SLMS. If you have questions about the purchase of additional licenses, please contact Katherine Napoli.

Reminder: If you need any help with SLMS, the SLMS Help Desk is available from 8:30 a.m. to 5:00 p.m., Monday through Friday, excluding holidays, at (518) 473-8087 or SLMSHelpDesk@goer.ny.gov.