

TC Webinar Notes

December 5, 2023

ILT Updates:

1. January and February schedule will be available in Success Factors by 12/15/2023.
2. Last teaching day is 12/14/2023.
3. Inform your employees that they need to remove themselves from course rosters once they complete a course.
 - People are booking themselves into multiple course offerings for the same course after taking a spot they no longer need.

WBT Updates:

1. Take Preventing Sexual Harassment (PSH) now – don't procrastinate!
2. If you have an employee who has taken PSH for Supervisors and they have not received credit, please have the employee remove the assignment and reassign the course.
3. Although Success Factors allows certificate reprints, it is highly advised that you print and save a copy of your certificate.

General Updates:

1. Group 1 and Group 2 requirements changed 1/1/2023.
 - Updated graphic on our website
2. Running the Item Status report for PSH for Supers for G1, G2 & G3 supers does not include unclassified employees.
 - Run the report for all employees and filter out non-supervisory employees.

TC Mailbag:

Question:

What is the Success Series Webinar?

Success Series is a talk show style webinar that facilitates personal and professional development through offering engaging and relevant topics quarterly.