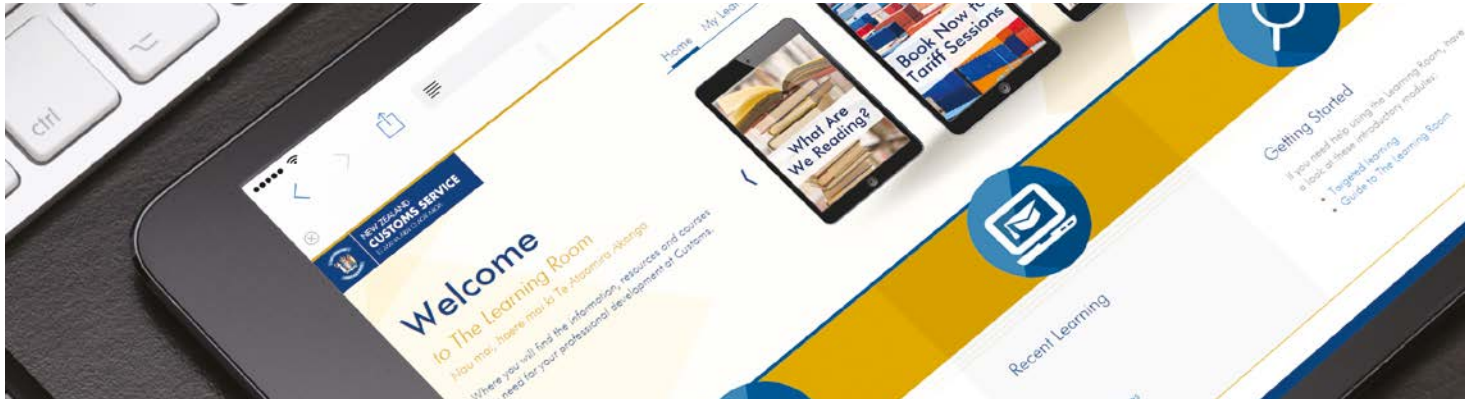


Enable your employees to develop their competencies and prepare for new responsibilities



Employees are most likely the biggest cost and management challenge in your organisation, and it is critically important to align employee development with organisational strategies.

Learning Plans within Totara LMS allow your employees to develop the specific competencies needed to improve performance in their present position or to prepare for new responsibilities. Learning Plans provide quick and targeted access to relevant learning, whether face-to-face events or e-learning, and enable employees to see their progress at a glance.

## Different learning workflows for different learner groups

Depending on a learner's role, department or where they sit within the management hierarchy, Learning Plan templates allow you to set custom permissions around the creation and update of their Plans for different groups of learners.

Competencies and their associated courses can also be automatically pulled into plans based on a learner's job position and part of the organisation.

## Personalised learning experiences

Users or managers can create Learning Plans for different areas of development and personalise each plan by setting individual due dates, priorities and objectives.

Plans can be continuously updated with new competencies and courses as needed by the learner or their manager, depending on the Plan template.

Learners can use their development plan to view due dates, quickly access learning activities and upload evidence of external learning.

## Monitoring progress with learning records

All learners have a personalised learning record where they can view their active and completed learning and development and managers can monitor the ongoing progress of their staff's professional and personal development.

A Learning Record also stores all submitted evidence of external or previous learning and feeds into reporting against completion, compliance and training across the whole organisation.



