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TRAX: A Sneak Preview of the NEW SMP Training Tracker

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TRAX:
A Sneak Preview of the NEW SMP Training Tracker

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Agenda

TRAX overview

TRAX demonstration

Resources and questions

Check-in Question!

Do you have access to the SMP Resource Library?

SMP RESOURCE LIBRARY

www.smpresource.org > Resources for SMPs > SMP Resource Library

TRAX: Training Tracker

The training tracking system for the SMP network

Rolling out to SMPs later this year, in the SMP Resource Library

Will allow SMPs to take, assign, and track training and assessments

Access levels vary based on user role

Note: If you're not sure if your SMP will use TRAX, ask your SMP director.

3 Phases of Development

**Phase 1:
Center testing**

- **In progress**

**Phase 2:
SMP testing***

- **Summer 2018**

**Phase 3:
TRAX rollout**

- **Timing TBD**

* Sign up for a TRAX work group by August 29!

TRAX access: SMP Resource Library

New "trainee" user role

- Trainee users can take training assigned to them in TRAX.

- They have no access to resources, events, assessments, or other training unless it is assigned by a coordinator or director user.

Associate user role

Associate users can take training in TRAX, access resources and events in the SMP Resource Library, and add items to their own "To-Do List."

Coordinator without training access

- All coordinator users can take training in TRAX, access resources and events in the SMP Resource Library, and add items to their own "To-Do List."

- Coordinator users who don't have access to other users' training will have similar TRAX access to associate users.

Director / coordinator with training access

- Coordinator users who **do** have access to other users' training will have similar TRAX access to director users.

- Directors and these coordinator users can view other users' training and add items to other users' To-Do Lists.

My Training
Access your own training

To-Do List

Available Training

Transcript

My Users' Training
Access training for all users in your state

To-Do Lists

Available Training

Transcripts

Assessment Results

List of Users

List of Trainees

Basic TRAX functionality

- **To-Do List:** Training items to complete
  - Trainee users need to have a director or coordinator add items for them.
  - All other users can add items themselves.
- **Available Training:** Training available to add to each user's To-Do List
  - Includes web events, online courses, assessments, SMP library resources, and training curricula developed by the Center.
- **Transcript:** Completed training items

My Training
Access your own training

To-Do List

Available Training

Transcript
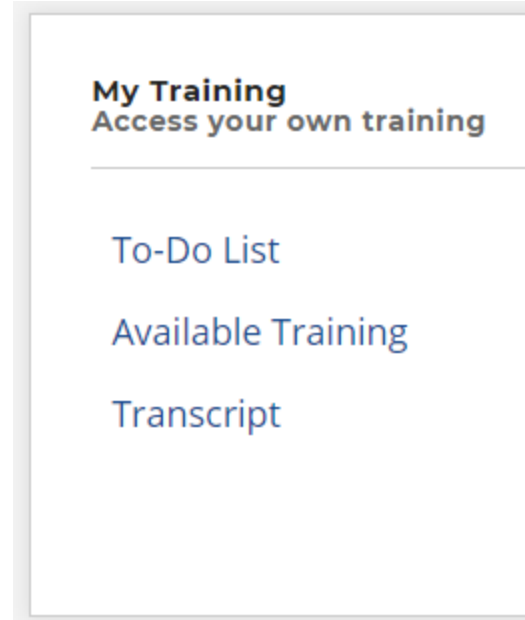
Advanced TRAX functionality

Additional functionality will be available in TRAX to director-level users and coordinator users who directors authorize to access other users' training.

For example, these users will be able to review the To-Do Lists and Transcripts for other users in their SMP and add training to their users' To-Do Lists.

My Users' Training
Access training for all users in your state

To-Do Lists

Available Training

Transcripts

Assessment Results

List of Users

List of Trainees

TRAX demonstration: basic functionality

- Accessing TRAX in the SMP Resource Library

- Adding available training, taking training using My To-Do List, and viewing my transcript

- Requesting a trainee user account

TRAX resources and questions

- For more information about TRAX, search the SMP Resource Library for keyword "TRAX."

- For TRAX questions, email the TRAX mailbox: TRAX@smpresource.org, or stop by the SMP Resource Center booth during breaks tomorrow or as staff are available!

- Sign up for a TRAX work group today or by August 29 using this link: https://www.surveymonkey.com/r/YQB7FQG

Questions?

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