

Personnel Employee Bulletin

October 10, 2008

Special Edition - Human Resource Systems – Upcoming Changes

The DLA Learning Management System (LMS) will be upgraded within the next few weeks. The DLA LMS will be down for the upgrade starting at 1600 EST on October 17 through 0630 EST on October 27. This required down time will make it necessary for you to plan any updates to the LMS prior to October 17, 2008.

While the upgrade will not significantly change the use of LMS by employees, there are enhancements that will be helpful to the users:

1. **Improved Navigation:** The Home Page has been changed to improve navigation. The modules Items, Curricula, Learning Plan, and New Items can be directly selected from the home page.
2. **Waitlist Status:** Users will see their position on the waitlist displayed anywhere their registration status is displayed.
3. **Learning Plan:** Users may customize the fields and column order that displays on their Learning Plan, making it more convenient to use.
4. **Catalog/Scheduled Offerings:** A new description field has been added which provides additional information on the offering such as the length of the course, credit hours, etc.
5. **Learning History:** New filters have been added for the Item Type, Completion Status and Date Range. This will be helpful to users with a large learning history as it provides for more focused searches such as by date range.
6. **Training Coordinators and other LMS administrative users** will now have the capability to assign critical/mandatory training, either one-time or recurring; to different student groups based on unique, and/or changing job requirements, automatically in the system through “curricula” and “assignment profiles.”

For additional information, please contact your servicing DLA Human Resources Center, <http://www.hr.dla.mil/cntctus.htm>. The Personnel Employee Bulletin will be published on the first Wednesday of each month.