

### 1 CLASS SCHEDULING

- > Well laid out: The schedule design and functions vastly facilitate the planning process.
- > Customizable: The layout of the class schedule can be adapted individually, thus significantly enhancing your speed and efficiency.

# Training Management – Clearing the Way to the Goal

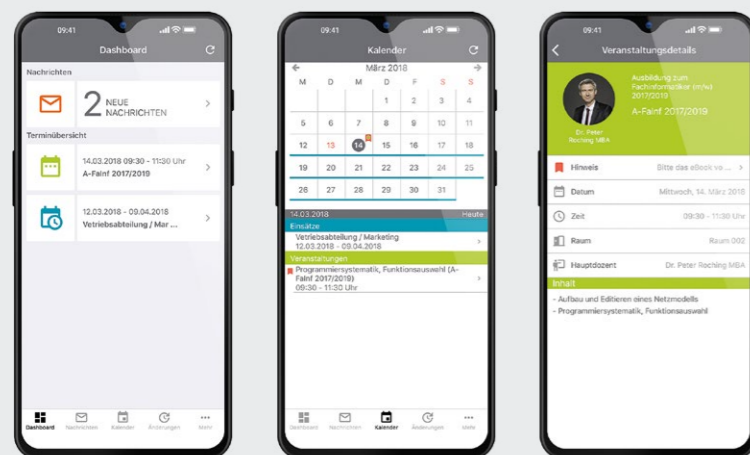
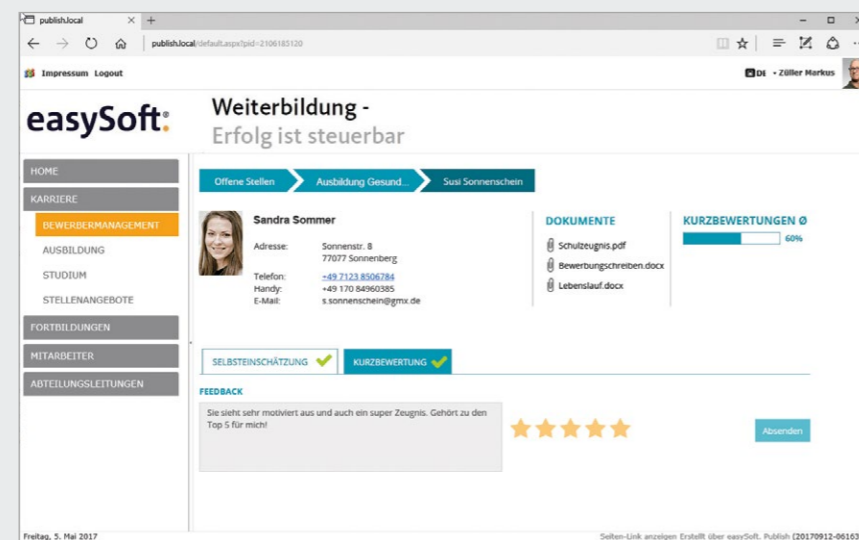
Our training solution incorporates all the essential features for accompanying your training activities – from the application process right through to final exams. Whether a small training unit or an institution with several locations, whether trainees and students from different fields of study or theoretical and practical phases at different locations and in different departments, it is of utmost importance to maintain a clear overview. With easySoft, each step of the training process is documented and information regarding the current status is always at hand. Now that puts the fun into training management!

- > Candidate management
- > Class scheduling with instructor invoicing
- > Syllabus and curriculum management
- > Work and practical training scheduling
- > Absenteeism management
- > Generation of assessments and evaluations
- > Well-structured scheduling: diagram and list views of the assignments

- > Automatic work scheduling
- > Books and media, media loan
- > Documentation of sick and vacation days
- > Publication of all relevant information on the intranet, internet or Web app – for trainers, trainees and departments
- > Integrated report generator for individual reports, assessments and statistics

### 2 SELECTION PROCESS

- > Publish candidate data for selected departments. The departments can assess the candidates and provide candid feedback accordingly.



### 3 MOBILE ACCESS

- > Accessible from anywhere with a smartphone or tablet. Your trainers and trainees have up-to-date information at their fingertips.



# Training Management – One Step Ahead

