



Managed Learning

A unique portal for your training requirements.



Fact Sheet: *Training needs analysis*

Overview

Managed Learning is able to assist your firm in performing wide ranging Training Needs Analysis (TNA) with minimal impact to your existing systems and processes.

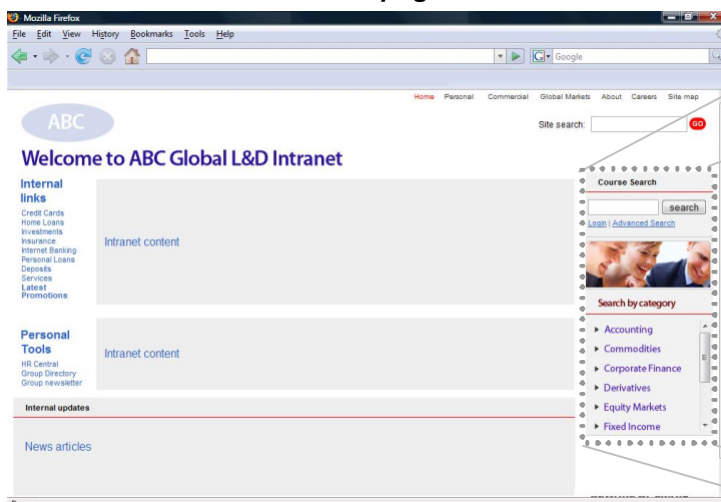
Your employees are able to browse through a range of training options across a variety of subjects, and nominate the training events in which they have an interest. This information then provides you with a clear indication of internal 'demand' – information used to plan your upcoming training events!

How does it work?

- We will set up and manage an instance of Managed Learning with a range of training events pre-populated into the course catalogue.
- Working together with your IT administrators, we can seamlessly integrate our TNA interface into your intranet website in what's known as a 'portlet'. This gives your employees access to the tool with minimal impact to your systems, processes and any employee's existing familiarity with other workflows.
- Managers can browse through the course catalogue and express 'bulk interest' in courses for groups of employees.
- Employees too can browse through the system and indicate the training events in which they have an interest or a regulatory requirement.
- You will have access to all this information in clear and concise reports that summarises both:
 - Employee indications of interest, and
 - Employee usage statistics giving you a strong snapshot of what your employees are seeking!

What will it look like?

Your Intranet page



Training needs analysis functionality



Results of the process

Here are just some examples of the wide range of reports that result from the needs analysis!

a) Broad spectrum view of all expressions of interest

course	division	firstname	lastname	waitlist_date	email
Essentials of Risk Management	Singapore Derivatives Sales	Angela	Lim	19/09/2005	angela.lim@
Financial Accounting	Hong Kong Middle Office	Mandy	Wu	4/10/2005	mandy.wu@
Essentials of Risk Management	London Corporate Finance	Lye	Kwee Lian	18/10/2005	jazlyn.lye@
Understanding Equity Valuation	London Corporate Finance	Lye	Kwee Lian	18/10/2005	jazlyn.lye@
Essentials of Business Valuation	London Corporate Finance	Lye	Kwee Lian	18/10/2005	jazlyn.lye@
An Understanding of Strategic Co	London Corporate Finance	Lye	Kwee Lian	18/10/2005	jazlyn.lye@
Managing Difficult People and Res	Hong Kong Global Markets	Marggie	Yu	9/11/2005	Marggie.yu@
Corporate Financial Modelling	Hong Kong Global Markets	Joanne	Loke	4/10/2006	joanne.loke@
Treasury & ALM Best-Practice M	Hong Kong Middle Office	CLAIRE	SEOW	22/11/2005	claire.seow@
Corporate Finance - Cash Flow E	Hong Kong Middle Office	CLAIRE	SEOW	22/11/2005	claire.seow@
Understanding International Corpo	Hong Kong Middle Office	CLAIRE	SEOW	22/11/2005	claire.seow@
FX Trading Simulation	Singapore Derivatives Sales	Joehariza	Zakaria	11/09/2006	joehariza@

- Broad summary of all expressions of interest
- Data is dumped into excel compatible format for you to further manipulate and analyse!

b) Forecasting

Training Program	Total Waitlists
Presentation Skills	42
Vital Negotiation Skills for Bankers	59
Unit Trust Client Tax Queries	12
Unit Trusts, Investment Trusts and OEIC's	4
Tax Issues in Corporate Restructuring	52
Modelling for Corporate Restructuring	95
Junior Dealer Development Programme	190
Corporate Restructuring	55
Islamic Treasury Products	43
Negotiating For Results	76

- Summary of all data by training event
- Clear indication of 'demand' for courses, letting you to know exactly how many events need to be organised for each course

c) Forecast breakdown & budgeting

1	Total waitlists	42	Forecast spend (USD)
2	Australia	4	\$2,400.00
3	China	1	\$600.00
4	Singapore	16	\$9,600.00
5	Malaysia	5	\$3,000.00
6	Thailand	4	\$2,400.00
7	Japan	12	\$7,200.00
8	Global Markets	14	\$8,400.00
9	Corporate Finance	18	\$10,800.00
10	Risk Management	3	\$1,800.00
11	Compliance	7	\$4,200.00
12	Analyst	20	\$12,000.00
13	Associate	11	\$6,600.00
14	Associate Vice President	6	\$3,600.00
15	Vice President	4	\$2,400.00
16	Associate Director	1	\$600.00

- Demographic breakdown
- Breakdown can be by region, division, rank/role, etc
- "Forecast spend" figures are also provided to give insight into potential costs of the program's deployment
- Also allows for further insight into the potential geographical location for the course
(e.g. Malaysia and Singapore can run a joint course to drive down costs)

After the Analysis is done

Upgrade your Managed Learning service to quickly turn your TNA data into training outcomes with minimal fuss!

Managed Learning's intelligent course catalogue can be quickly populated with a range of courses based on identified training needs.

- Employees who express interest in training events are automatically waitlisted against newly created courses.
- L&D departments have clear visibility over which employees are currently on waitlists and can use this data to plan upcoming courses.
- When a new course is available, Managed Learning automatically emails waitlisted employees and invites them to enrol.