Kyatanavar, Annappa (Cognizant)

From:	Capuz, Rowell (Cognizant)
Sent:	05 July 2024 23:28
To:	Kyatanavar, Annappa (Cognizant)
Cc:	Bhatnagar, Rahul (Cognizant)
Subject:	Re: Philippine POC Details & Approval Required

Hi Annapa,

Please consider this as my approval.

Regards,
Rowell

From: Kyatanavar, Annappa (Cognizant) <Annappa.Kyatanavar@cognizant.com>
Sent: Saturday, July 6, 2024 1:54 AM
To: Capuz, Rowell (Cognizant) <Rowell.Capuz@cognizant.com>
Cc: Bhatnagar, Rahul (Cognizant) <Rahul.Bhatnagar2@cognizant.com>
Subject: Philippine POC Details & Approval Required

Hi @Capuz, Rowell (Cognizant),

I hope this finds you well.

Please note that as I will be travelling to Philippines and will be working on client project based out of Philippines region. Hence, I need your help to provide the email approval on the below listed POC details so that Philippines VISA request can be processed.

Associate ID: **2330074**
Designation: **Manager - Projects**
Complete Name: **Rowell B. Capuz**
Contact Number: **+639176529805**
Proposed Travel Date: **05 July 2024 onwards**

List of Activities that I will performing:

- **Manage and configure the Learning Management System (LMS) like Intellum, Canvas, SumTotal etc.**
- **Create and manage user accounts, roles, and permissions, ensuring appropriate access and security levels.**
- **Upload, organize, and maintain learning content within the LMS, including courses, modules, assessments, and supporting resources.**
- **Generate reports on learner progress, course completion, engagement metrics, and overall LMS utilization to inform data-driven decision-making.**
- **Develop and maintain user guides, tutorials, and training materials to enhance user adoption and proficiency with the LMS.**
- **LMS Enhancement: Collaborate with stakeholders to identify potential LMS improvements, implement new features and optimize the overall learning experience.**

Thanks & Regards

Annappa Kyatanavar
Programmer Analyst
+91 9538021348