



# Training Management System

Issues with the application

# 1. APPLICATION OVERALL LOOK & FEEL

I requested both Rizwan and Araiz to increase the font size of the overall application. Font is too small for the user to read properly



## 2.1

# DASHBOARD PROBLEMS

## RIGHT-HAND SIDE FILTERS - VIEW button

Filters in the right-hand side of the dashboard do not work very properly

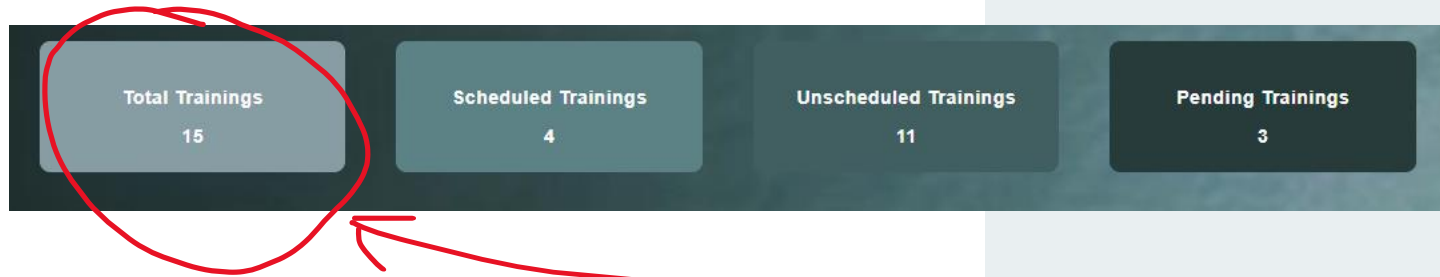
- In the **Cadre of Training** report, **VIEW** button does not show any data. While there is data shown in the list when we search the cadre, but when we click the **VIEW** button at the end of each row, it doesn't show anything. If only training title is given, **VIEW** button should show training title
- In the **Training Category** report, **VIEW** button does not show any data. While there is data shown in the list when we search the category, but when we click the **VIEW** button at the end of each row, it doesn't show anything
- In the **Training Level** report, **VIEW** button does not show any data. While there is data shown in the list when we search the level, but when we click the **VIEW** button at the end of each row, it doesn't show anything. List is showing 3 district level training, but when I click **VIEW** button, it is empty
- In the **Training Department** report, **VIEW** button does not show any data. While there is data shown in the list when we search the department, but when we click the **VIEW** button at the end of each row, it doesn't show anything
- In the **Training Venue** report, **VIEW** button does not show any data. While there is data shown in the list when we search the venue, but when we click the **VIEW** button at the end of each row, it doesn't show anything. List is showing 2 trainings that happened in IRMNCH, but when I click **VIEW** button, it is empty. Whereas **VIEW** button should have shown details of the two trainings that happened in IRMNCH venue like training title, and other details

## 2.2

# DASHBOARD PROBLEMS

## INTERACTIVENESS

I requested both Rizwan and Araiz to make the dashboard a little interactive



I need these numbers in each tile at the top of the dashboard to be clickable. When the user clicks on the tiles, they should open more details about the given number. E.g., if I click on the first tile, "Total Trainings", the application should then show me those 15 trainings. Details of those 15 trainings should open in a form of a report.

This is valid for all 4 tiles. All four tiles should be clickable to view detailed information



# 3.1

## TRAINING MANAGEMENT

### PAST TRAINING

Past training input form is quite problematic. There are several issues that I'll be discussing here in detail

- There is a check-box “Individual Candidate Information Not Available”. When this check-box is checked, two fields open
  - Total Participants
  - Cadre/Designation

User checks this option when only limited data is available of the past trainings. We have tried to make this form flexible to allow users to enter all sorts of data. But the problem is that this information is not reflected in any report.

I can enter data, (Total Participants, Cadre/Designation) but I don't see this data in any report. And if there is this data in any report, it is not accurate.
- VIEW button does not show all data that was entered in the past training form.
- Past training input form does not work properly. YEAR check-box, if checked, gives an error and application hangs.





# 3.2

## TRAINING MANAGEMENT

### PAST TRAINING

- **VIEW** button does not show all data that was entered in the **past training form**. Past training input form is quite comprehensive and captures a lot of data. When I click the **VIEW** button, all data should be shown. All fields that are there in the form should be visible in the VIEW button page. Currently it is not showing all data.
- This page heading should be changed to “**DETAILS OF THE PAST TRAINING**”

**SCHEDULE DETAILS**

<b>Title</b>	Provincial ToT 1st Dose of Injectables
<b>Venue</b>	
<b>Start Date</b>	
<b>End Date</b>	
<b>Departments</b>	
<b>TrainingLevel</b>	
<b>Organized By</b>	
<b>SupportedBy</b>	
<b>Description</b>	

**Background UI Elements:**

- Sidebar: + Past Training
- Search Bar: Search Here
- Table with 2 columns: Sr#, Title
- Table Rows:
  - 1 | Provincial ToT 1st Dose of Injectables
  - 2 | District Level Training 1st Dose of I
  - 3 | Trickle Down Facility level Training
  - 4 | Provincial ToT PPFP
- Buttons: + Add Trainee, + Add Trainer
- Text: External Participants
- Header: Welcome Admin

# 3.3

## TRAINING MANAGEMENT

### PAST TRAINING

PAST training and NEW training lists should be SEPERATE.

Currently the system is showing the same list for both type of trainings

"Training Management" section is the main and the most important section of the Training Management System. In this section the user can

- Add/create a NEW training
- Add data/details of PAST trainings

+ New Training

Past Trainings

← Back

Sr#	Training Title	Cadre	Departments	View
1	Provincial ToT 1st Dose of Injectables			<div></div>
2	District Level Training 1st Dose of Injectables			<div></div>
3	Trickle Down Facility level Training 1st Dose of Injectables			<div></div>

Dashboard

User Management

Master Data Management

- Training Category
- Training Level
- Training Type
- Organized By
- Supported By
- Venue
- Qualification
- Manage Document Type

Training Management

+ Past Training

+ Non Digitized Training Data

← Back

Search Here

Sr#	Title	Date From	Date To	Action
1	Provincial ToT 1st Dose of Injectables			<div><div></div><div>+ Add Trainee</div><div>+ Add Trainer</div><div>+ External Participants</div></div>
2	District Level Training 1st Dose of Injectables			<div><div></div><div>+ Add Trainee</div><div>+ Add Trainer</div><div>+ External Participants</div></div>
3	Trickle Down Facility level Training 1st Dose of Injectables			<div><div></div><div>+ Add Trainee</div><div>+ Add Trainer</div></div>

# 3.4

## TRAINING MANAGEMENT

### PAST TRAINING

- Once the PAST training form is duly filled and submitted, user cannot edit, delete the entry.
- ACTION column should have the following options
  - EDIT RECORD
  - DELETE RECORD
  - VIEW RECORD

Dashboard >

User Management >

Master Data Management >

Training Category

Training Level

Training Type

Organized By

Supported By

Venue

Qualification

Manage Document Type

Training Management

+ Past Training

+ Non Digitized Training Data

!

← Back

Search Here

Sr#	Title	Date From	Date To	Action
1	Provincial ToT 1st Dose of Injectables			<div><div>👁</div><div>+ Add Trainee</div><div>+ Add Trainer</div><div>+ External Participants</div></div>
2	District Level Training 1st Dose of Injectables			<div><div>👁</div><div>+ Add Trainee</div><div>+ Add Trainer</div><div>+ External Participants</div></div>
3	Trickle Down Facility level Training 1st Dose of Injectables			<div><div>👁</div><div>+ Add Trainee</div><div>+ Add Trainer</div><div>+ External Participants</div></div>



# 3.5

## TRAINING MANAGEMENT

### PAST TRAINING

- If I add “External Participants” in a past training, I cannot see the candidates’ information in the report. When I click on the VIEW button, it only shows candidates that were added via “Add Trainee” or “Add Trainer” buttons. All data that was entered via “External Participants” button is not shown

Dashboard >

User Management >

Master Data Management >

Training Category

Training Level

Training Type

Organized By

Supported By

Venue

Qualification

Manage Document Type

Training Management

+ Past Training

+ Non Digitized Training Data

?

Back

Search Here

Sr#	Title	Date From	Date To	Action
1	Provincial ToT 1st Dose of Injectables			<div><div>?</div><div>+ Add Trainee</div><div>+ Add Trainer</div><div>+ External Participants</div></div>
2	District Level Training 1st Dose of Injectables			<div><div>?</div><div>+ Add Trainee</div><div>+ Add Trainer</div><div>+ External Participants</div></div>
3	Trickle Down Facility level Training 1st Dose of Injectables			<div><div>?</div><div>+ Add Trainee</div><div>+ Add Trainer</div><div>+ External Participants</div></div>

## 3.6

# TRAINING MANAGEMENT

## PAST TRAINING

We gave the user the flexibility to skip adding venue details in the past trainings as it was observed that exact venue was not available in the reports that were shared with us. We gave the user two options via which venue could be skipped

- Training was VIRTUAL
- VENUE NOT AVAILABLE

This information was also to be explicitly mentioned in the report and in the VIEW button. Whichever option was selected should be shown in the report. Either virtual, venue not available or the actual venue

Virtual ☐ Venue not Available ☐

Venue

Select ▼



# 4.1

## TRAINING MANAGEMENT

### NEW TRAINING

- Once the new training form is duly filled and submitted, user cannot edit, delete the entry.
- View column should be labeled as ACTION and there should be options like
  - EDIT RECORD
  - DELETE RECORD
  - VIEW RECORD

“Training Management” section is the main and the most important section of the Training Management System. In this section the user can

- Add/create a NEW training
- Add data/details of PAST trainings

+ New Training

Past Trainings

← Back

Sr#	Training Title	Cadre	Departments	View
1	Provincial ToT 1st Dose of Injectables			<div></div>
2	District Level Training 1st Dose of Injectables			<div></div>
3	Trickle Down Facility level Training 1st Dose of Injectables			<div></div>



## 4.2

# TRAINING MANAGEMENT

## NEW TRAINING

- If I add “External Participants” in a new training via schedule management section, I cannot see the candidates’ information in the report. When I click on the **VIEW** button, it only shows candidates that were added via “Add Trainee” or “Add Trainer” buttons. All data that was entered via “External Participants” button is not shown

External Participants’ data is lost. It is not shown VIEW details pop-up page, not in the reports, not even in the attendance page, not in the participant score page and just nowhere



## 5.

# PARTICIPANT MANAGEMENT

## EXTERNAL PARTICIPANTS

- All information that I add in the “External Participant” input form is not reflected in the report. I added CNIC which was not shown in the report, in the list and nor when **VIEW** button was clicked to see details
- External Participants’ data is not shown in any report
- External Participants’ data is not even shown in the **attendance**, **participant trainings score**, **reports** and any other place where candidate information against a training is shown. They show candidate information from “Add trainee” and “Add Trainer” buttons, but have totally skipped “EXTERNAL PARTICIPANTS” information
- External participant list should also be editable and delete-able. In the ACTION column, there should be options like
  - EDIT RECORD
  - DELETE RECORD
  - VIEW RECORD

Participant Management >> External/Other Participants

All HR data in this training module is fetched through an integrated HRMIS system. An external candidate, that does not exist in HRMIS, is added in the training module' local database via this section. Please click on the "add participant" button to add details of the person.

[+ Add Participant](#) [i](#) [← Back](#)

Search Here

Sr#	Name	CNIC	Job Title	Working Place	Action
1	ghjh				<a href="#">View</a>
2	Khalida Parveen				<a href="#">View</a>
3	Zubaida Parveen				<a href="#">View</a>



6.

## REPORTS MANAGEMENT

I needed “**Reports Management**” section to be very strong in terms of searching for data. This section sadly is not up to the mark. There are no filters on the page and the page doesn't seem complete.

I need the following filters in this section

- Training Title
- Training Location (venue)
- Training Province
- Training Division
- Training District
- Training Tehsil
- Training Date (Start and End)
- Training Participants (Trainer, Trainee)
- Training Level
- Training Category
- Training Type
- Training Department
- Training Organized By
- Training Supported By



## 7.1

# NEW REQUIREMENTS

There are a few new requirements that I discussed just yesterday with Araiz. I am writing them down here in the hope that these may also be covered in the process

- Participant Management -> Send Invitation -> **Send Email** button should be able to send emails to the applicants if valid email address is entered in the HRMIS. Email shall be sent from the following address

[pc.punjab@gmail.com](mailto:pc.punjab@gmail.com)

I will provide the email contents.

PARTICIPANT MANAGEMENT >> SEND EMAIL/SMS

This section is used to send email/SMS invitations to proposed candidates. Please select the training title and press "send email" or "send SMS" button to send email/SMS invitation to each individual trainee

Training

Provincial ToT 1st Dose of Injectables

▼

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Title	Provincial ToT 1st Dose of Injectables
Venue	
Start Date	
End Date	
Departments	
Description	

Trainer

Sr No	Name	CNIC	Action
1	MUHAMMAD ASFAND YAR KHAN	313026910991	<div><div>+ Send Email</div><div>+ Send SMS</div></div>

Trainee

Sr No	Name	CNIC	Action
1	Dr. Zahid Javed	3430212127817	<div><div>+ Send Email</div><div>+ Send SMS</div></div>
2	DR.NASIR RASHID	3520224976575	<div><div>+ Send Email</div><div>+ Send SMS</div></div>
3	DR. Muhammad Javed Ahmad	3520226651717	<div><div>+ Send Email</div><div>+ Send SMS</div></div>
4	Dr.Abdul Rashid	3110184117683	<div><div>+ Send Email</div><div>+ Send SMS</div></div>



## 7.2

# NEW REQUIREMENTS

There are a few new requirements that I discussed just yesterday with Araiz. I am writing them down here in the hope that these may also be covered in the process

- MDM should have another data entry form namely “CADRE/DESIGNATION” where the user can add custom defined cadre/designations. These designations/cadre will be reflected wherever designation/cadre are being captured in the data input forms

