

Virtual Supervisors Training (VST)

Frequently Asked Questions

Q: How do I sign up for VST training?

A: Log in to TMS and within the catalog search type “Virtual Supervisors Training” or “VBA-583”

Q: Do I have to be a supervisor to take this course?

A: No, anyone may take this training.

Q: Is this course required before I can attend SMT (Supervisory Management Training)?

A: No, it is a course for new supervisors who were not able to take SMT during the time SMT was cancelled due to the National Surge. It should also be used as “just-in-time” training for new supervisors who are unable to take SMT soon after being selected as a supervisor.”.

Q: How soon after I become a supervisor must this training be completed?

A: This course should be completed following NSSST

Q: Does VST replace the New Supervisors Soft Skills Training (NSSST)?

A: No, but there will be some future redesign efforts that we hope combine both training programs.

Q: I have completed New Supervisors Soft Skills Training (NSSST), am I still required to complete VST to attend SMT?

A: No, but it is strongly encouraged.

Q: I have already completed SMT, am I still required to complete VST?

A: No, this is not a mandatory requirement if you have already completed SMT, but it is highly **recommended** that VST be completed as a supplemental and/or refresher course.

Q: Is supervisory approval required before I can take VST

A: No, this training does not require supervisory approval; it can be self-assigned.

Q: If I do not pass the Post-Test Assessment with at least an 80% score, do I have to retake the entire curriculum?

A: No, the curriculum does not have to be retaken; however, you will need to retake the Post-Test Assessment until you successfully achieve a score of at least 80%.

Q: Can I take the VST modules in any order?

A: No, the modules are designed to be taken in sequential order. You cannot proceed to the next module until the previous module has been completed.

Q: Can VST be used to meet mandatory training requirements?

A: Yes.

Virtual Supervisors Training (VST)

Frequently Asked Questions

Q: Can people who have already completed NSSST and/or SMT still enroll in VST?

A: Yes

Q: Will VST be delivered for Eastern time zone sessions, or Western time zone sessions?

A: VST is available 24/7 online in the Talent Management System (TMS).