

Learning & Development Opportunities

Mary Gilbert Strategic Initiatives, Office of the CAO

Topic Areas

How to find Learning & Development Resources

Skillsoft Percipio Navigation

Additional Technology Training options

External Training Request process

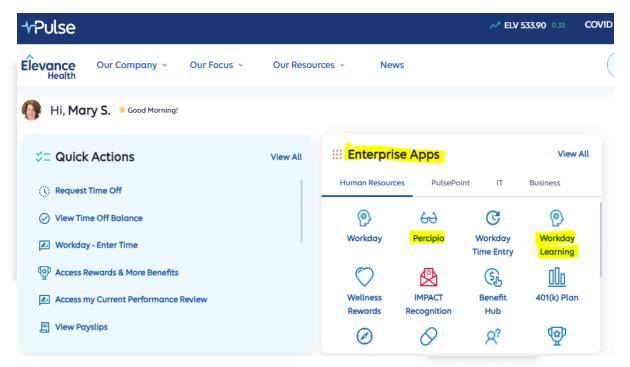
Certifications: Exams, Renewals, HR Bonus Award process



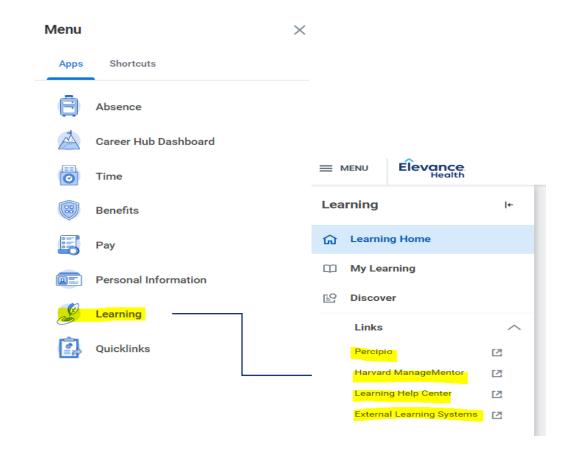
Where do I start to find Resources to develop my skills?

→Pulse is the 'Digital Front Door'

Pull in access to Learning in the Enterprise Apps

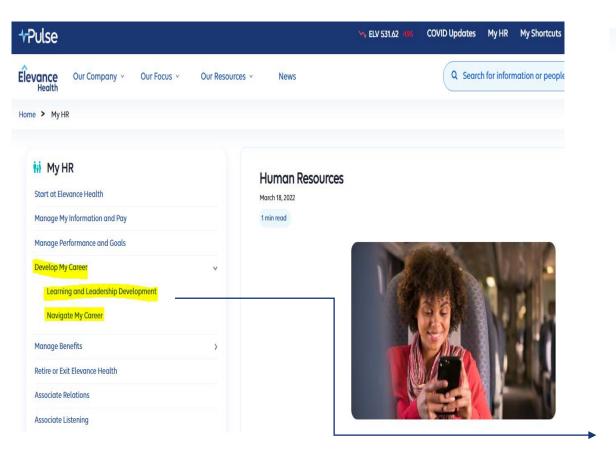


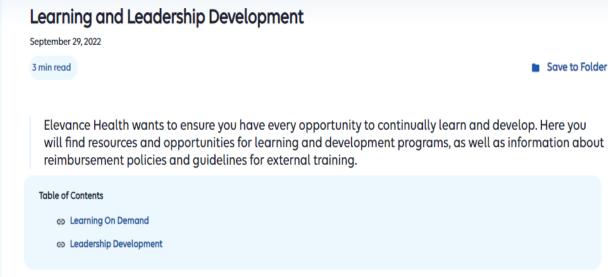
- Workday is the HR platform
- Access Learning in left Navigation





Navigate to Learning & Development & Navigate My Career from 'My HR' in Pulse





Learning On Demand

<u>Percipio</u> is our one-stop shop for on-demand learning, boot camps, and live learning events. The site's 45,000 courses, videos, and books meet the needs of a variety of skill levels and can help you prepare for professional certification and continuing education.

You can also find these materials - and suggested learning for your skills and role - in Workday Learning. Whether you access the learning content in Workday or in Percipio, all completions appear in your Workday Learning Transcript.

- For more information about logging into and navigating learning, see Getting Started with Percipio.
- For information about Job-Related Licensure and Certification review the <u>Job Related Licensure and Certifications Policy</u>.
- Explore our External Training Resource Center for information about external training resources and processes.
- For more information about our Certification Award Program, which includes monetary awards for first-time completion of approved certifications, visit the Manage my Information and Pay page.



Navigate to Navigate My Career, continued

Explore the Career Navigator

Wherever you are on your career journey, from mastering your current role to exploring a new career, our <u>Career Navigator</u> can help. You will find a wide variety of valuable resources and tools, including quick videos, examples, checklists, and conversation guides, to help you develop your talents and achieve your goals:

- · Watch Our Career Development Vision video.
- Learn <u>The 4 Phases of Career Development Planning</u>.
- Visit the <u>Associate Guide to Career Development</u> to get started with your career development.
- Take the short course <u>How to Build Your Career Development Plan</u>, then use the <u>Career Development Actions Library</u>, <u>Resource Center</u> and <u>Career Hub</u> to help create your plan.

Discover the Career Hub

The <u>Career Hub</u> helps you create and manage your career development plan. It uses artificial intelligence (AI) to provide personalized development suggestions that you can add to your plan. The Career Hub AI takes the skills, work experience, and other data you enter in your profile to suggest jobs, projects, learning, connections, and mentorships for you to consider.

You can use the Career Hub to:

- Explore personalized, regularly updated lists of development options, including potential mentors, connections, projects and learning content.
- View suggested job opportunities that match your skills and interests.
- · Document your career development plan and add any of the AI-recommended career development items to it.
- Access supporting tools and resources such as general information, FAQs, the Career Pathways tool, mentoring tips, activity and manager reports, and more.

Since the Career Hub's AI will improve over time, the best way to receive new suggestions is to keep your profile and skills up to date. We encourage you to visit the site often as new opportunities become available.



View Elevance Health Job Opportunities

Use your skills, experience, and passion to take the next step. Explore open roles where you can make an impact as you continue to build a

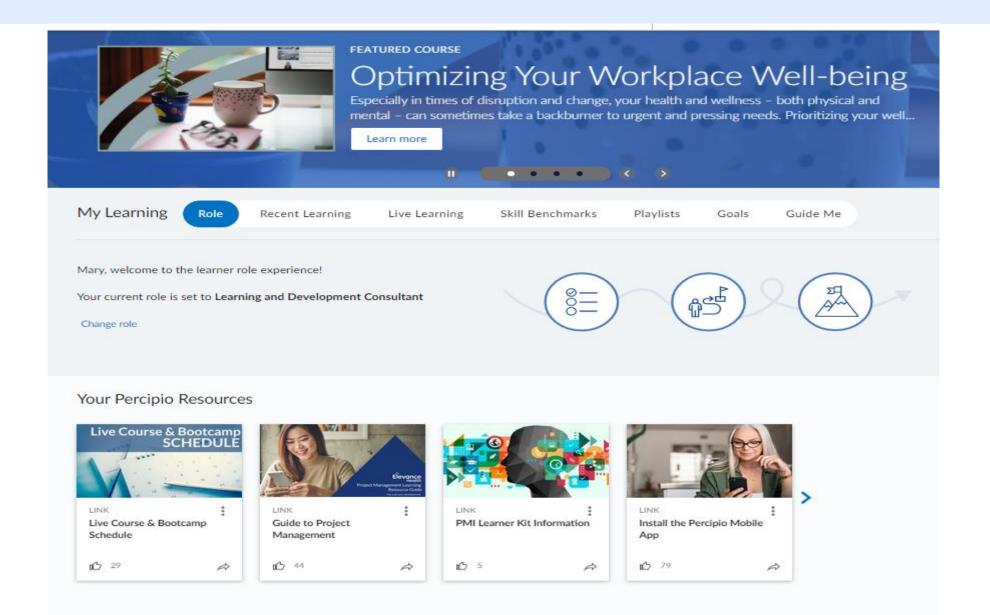




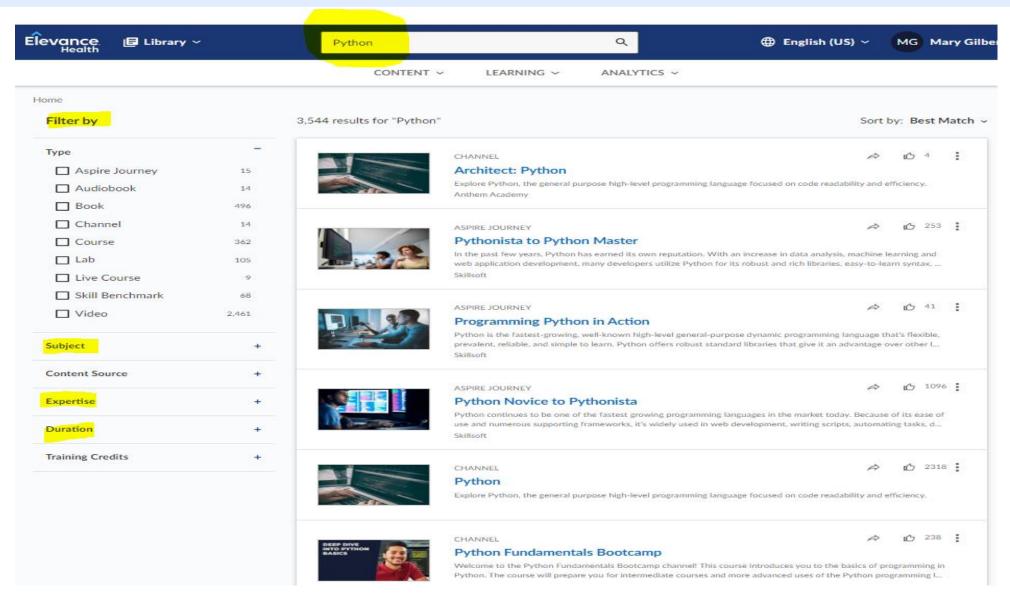
Skillsoft Percipio Platform



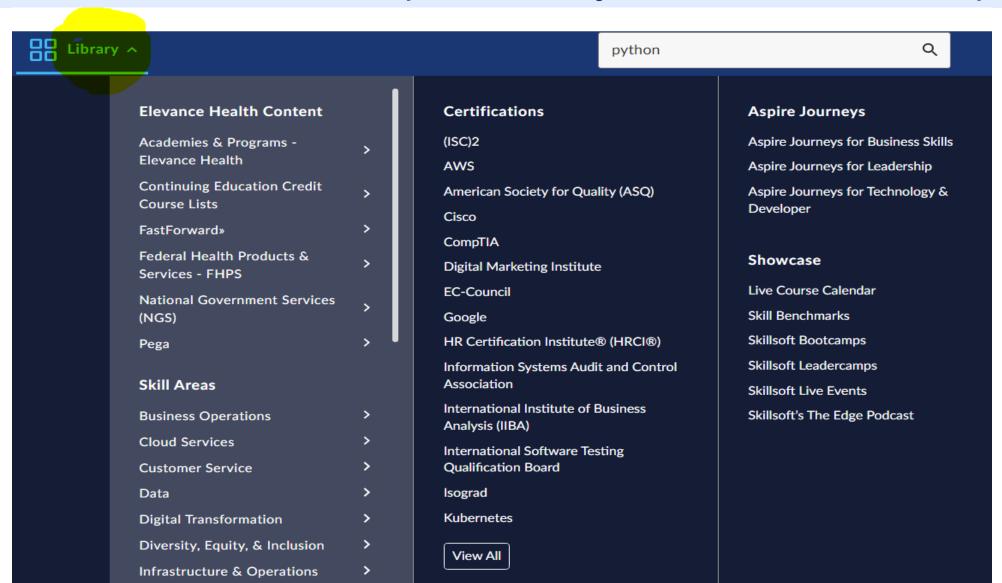
Navigate to Percipio



Search for Topic, then filter on preferred method to consume content: Subject area, Expertise level, Duration, and more



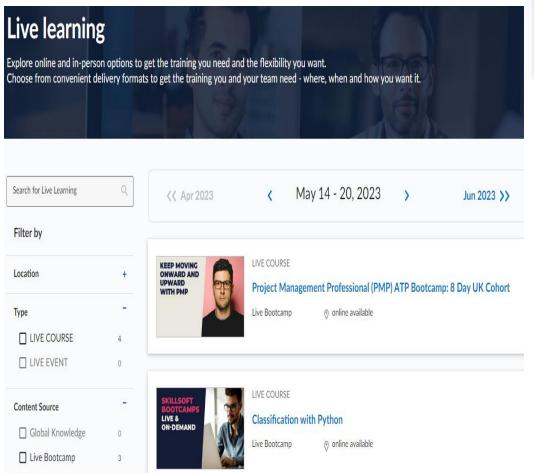
Search by using the Drop Down in the Library to browse: Skill Areas, Certifications, Aspire Journey collections, Bootcamps...

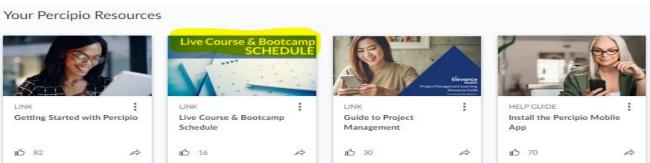




Register for Live 'Bootcamp' Classes

Scroll down to 'Your Percipio Resources'

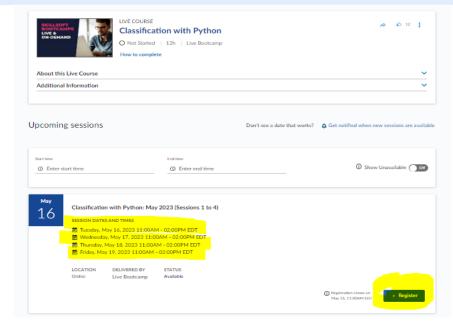




Scroll on date range to search the timeframe you are interested in, or search name of course. You may also filter on Live Course vs. Event

Click link for Course, Click on Details about Course & Register

Live Course Registration Process continued,

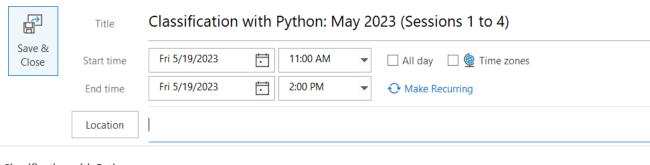


When adding the course to your calendar, you will receive .ics invites for all dates. Download and "Save" to your calendar.

The link to "Join" the sessions are included in the email invitation.

After you click on Register, you'll receive a pop-up message confirming your registration. You then click on "Add to Calendar" in the lower right.

If you need to cancel your registration at any time, navigate back to this page and click on "Cancel".



Classification with Python

This course covers advanced topics in classification, including classification model parameter tuning and ensemble learning method correct methods and parameters based on the problem at hand.

Target Audience: Students who are comfortable using Python to manipulate data and creating basic visualizations, and have a four Technologies: Python & Anaconda

To Join: https://share.percipio.com/cd/XH -3g2tX

Please join a few minutes before the class starts so we can get going right away. The Join Now button will be available 15 minutes



Technology Training Resources



Limited License Training Subscriptions*

(Request a license)





- 500 licenses for Cloud upskilling
- Rotated for maximum scale
- Study Groups set up for groups if desired
- Associates self report cert to Mngr/Cloud COE
- 50/500 managed in India for offshore team

- 250 licenses for technical training
- Content deeper than Percipio in some areas
- Live classes, Videos, Learning Paths,
 40k+books, Case Studies, Expert Playlists,
 Interactive Scenarios/Sandboxes

- 100 licenses
- Content deeper than Percipio in some areas
- Assessments, Learning Paths
- Software Development, Security, Data Science, Machine Learning, and more

- 125 licenses-focus on Al-Data Science-ML
- University partner led training
- Specializations, Master tracks, certificates
- Goes deeper in some areas than Percipio







Request External Training*

^{*} Please Note: US team process



How to request, and be approved for External learning options

What do you Need?

Does the Team or organization require a Group Training Class?*

Did the internal options not provide training for the technology/software you need?

Do you need to attend a Conference for the purpose of 'learning'?

Enterprise Training Fund (ETF) Pre-Approval Process

When to use the ETF?

When you are looking for training opportunities outside of Elevance Health, follow the Pre-Approval process in **Chrome River** to request approval for funding through the ETF (managed by HR). Please note-The request should be made <u>before registering or paying for event/training</u>.

- This applies to requests for individual or group* external training and development opportunities that are not met through Talent Management or training content and resources in Percipio.
- These requests may include conference attendance.

Questions?

For additional questions, please contact AnthemTrainingAuthorization@anthem.com.

Visit the External Training Resource Center (ETRC) to start your request, ETRC.

Or reach out to Mary Gilbert directly for assistance.



Pre- Approval Request Process (Chrome River)

How to Complete Pre-Approval Request

Go to Chrome River (Expense Management) Click "New Pre-Approval"

- 1. Complete the header page:
 - a. Training start and end date
 - b. Click **the IT/Digital check box** for correct routing (all technology teams)
 - c. Training Type
 - d. Payment Type
- 2. Select expense type
 - **a. General Knowledge** is used when attending a conference
 - **b. Technical Training** for development of skills in technology or software/system
 - c. Pre-Certification if taking a prep course, exam not covered
- 3. Complete all fields
- 4. Submit request
- 5. After receiving your approval by email, register for your course!



Expense Pre-Approval

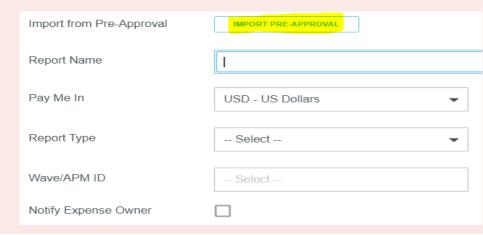
(Important to note- If approved, your cost center is not charged, the HR ETF budget will cover. The purpose of the expense report is to tie the training requests to the backend reports in the Expense Management system.)

How to Expense Pre-Approval

Expense Tips

Things to remember when completing your expense report:

- 1. "Import" your Pre-Approval
- 2. Select the training line and edit any details, then Save
- 3. Merge Corp AMEX card information (drag and drop from right to left)
- 4. Submit





Certification Exams & Awards



How to Expense certification exams/annual renewals

The Enterprise Training Fund does not cover the cost of certification exams or annual renewals; therefore, Pre-Approval is not required. If Manager agrees to fund the cost, associates follow these steps to Expense.

- 1/ Go to Chrome River
- 2/ New Expense Report
- 3/ choose **Associate** tile
- 4/ choose **Training & Related Cost** to expense exam, choose **Memberships** to expense annual renewal fees
- 5/ Please add this comment to the Expense report: Per ETF-No Pre-Approval required, ETF does not cover IT certification exams or annual renewal costs. Covered by default cost center with Manager approval.



For Managers: How to Issue Certification Awards

Certification Awards Policy

Elevance Health provides associates with monetary awards for the first-time completion of approved certifications.

This policy provides recognition and rewards associates for mastering competencies in an expertise relevant to their current position, or mastering skills that would enable them to take on new roles that benefit the company.





- Associate provides Manager with proof of certification achievement
- Manager submits One Time Payment Request in Workday
- Select: Certification Award
- Certification Code: use code next to certification name on <u>Certifications List</u> in the <u>policy</u>
- Associate will receive award on subsequent paycheck



How to Add Certifications to List:

- Mngr. Complete Add Cert Form
- May take 10 days+ to add





Live as if you were to die tomorrow. Learn as if you were to live forever.

Mahatma Gandhi



Thank You!

For questions, please reach out to Mary Gilbert in MS Teams, or Request a license

