



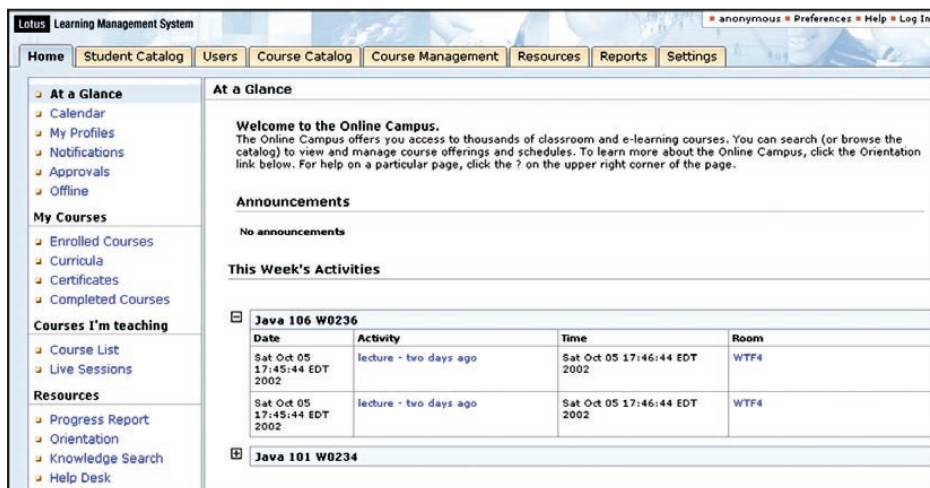
IBM Lotus Learning Management System

Highlights

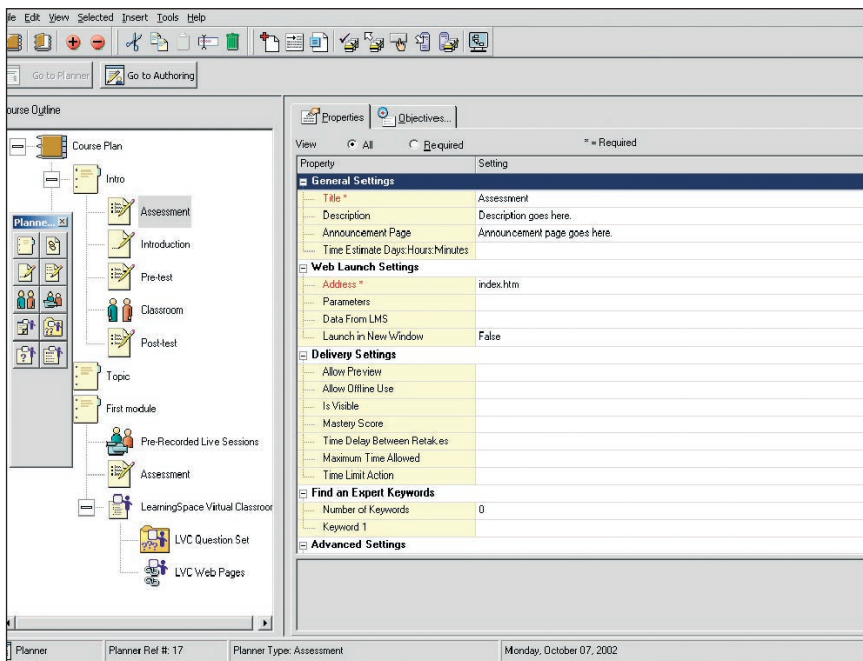
- **Build a corporate learning environment that integrates with the dynamic workplace and is part of your organizational portal strategy**
- **Design blended learning solutions that integrate formal courseware and informal learning**
- **Execute your learning solutions with IBM, a leader in e-learning technology**
- **Provide reporting and tracking for staff decision making and human capital management**
- **Streamline corporate learning programs, delivering valuable training resources to employees when needed**
- **Develop competency-based learning solutions to help increase worker productivity and reduce training costs**

Employee training is an ongoing process. Today's workers constantly need to upgrade their skills as management creates new procedures and policies. They must gain command of new product lines and technology — new software and new applications. And they must adapt to the latest business needs in government regulations and industry trends, such as mandatory compliance with the Americans with Disabilities Act (ADA) or OSHA regulations. They must also be able to adhere to global business process standards like ISO 9000 guidelines.

At the same time, managers need to keep track of which employees have taken what courses, control escalating training costs and manage employee turnover. They must also make sure their employees have the correct skills and certification levels needed to achieve high performance and deliver solid results. Managing and documenting the training process can be a complicated endeavor — one that the legal welfare of your organization is resting upon.



The Lotus Learning Management System home page provides easy access to all of the user's education activities.



The solution's authoring tool provides a simple interface for creating online courses.

Online learning—guided courses that employees participate in over computer networks—is an increasingly popular way of addressing compliance, certification and other timely learning needs. Most likely, though, online learning doesn't represent your entire set of training activities. You may also use reference materials, instructor-led classes, seminars and other resources and activities to complement the training of your employees.

Manage all your learning activities at once

The next step for online learning solutions is to implement a learning management system to manage all these training activities and resources. A learning management system can also track and report on student enrollments, schedule classrooms and courses and provide a catalog of all the training tools available to a student. It can also allow subject-matter experts to create courses in-house—your sales manager could train his sales reps on new products and your operations manager can introduce a new

business procedure. It should also support industry standards like the Shareable Content Object Reference Model (SCORM) and the Aviation Industry Computer-based training Committee (AICC), to help protect your investment in third-party courseware based on those standards. These standards allow you to build content that can be tracked within your system, while also allowing you to purchase cost-effective courses and course libraries off the shelf.

An effective learning management system also lets you customize the students' learning environments to their particular interests, backgrounds or training requirements. The marketing team, for instance, can have access to all the marketing training materials while the finance department can find courses in their field of interest.

The IBM Lotus® Learning Management System can help provide you with these capabilities—and by working with IBM, you work with a strong, reliable vendor to support your efforts and provide services. The Lotus Learning Management System is a scalable, flexible platform for managing both classroom-based and online learning activities, resources, curricula and catalogs across your enterprise.

Lotus Learning Management System software helps maximize value for various modes of training delivery—self-paced learning, virtual learning and collaboration or physical classrooms. It can also help your business meet training requirements for government regulations, certifications, accounting and enterprise resource planning (ERP) integration. The software manages the overall learning system, including:

- *Physical classroom support*
- *Student enrollments*
- *Reporting and tracking of activities*
- *Calendar and scheduling of tasks*
- *Curriculum development and management*
- *Delivering e-learning classes*

Lotus Learning Management System software builds on the advanced learning services and resources of IBM to help provide effective education solutions. The software can operate within multiple platforms and in multiple languages and can easily integrate with other Lotus and IBM products to help maximize its effectiveness across your enterprise.

Create or modify courses to precisely match your needs

With Lotus Learning Management System software, subject matter experts (SME) can create their own custom courseware. You can offer your employees a far more customized and dynamic learning environment than a prepackaged course could provide, including audio or video and links to external resources, including Web sites and reference databases. The Lotus Learning Management System supports popular third-party authoring tools like Macromedia, ToolBook Instructor and Trivantis Lectora—so your SMEs have many options for creating new courses.

Lotus Learning Management System software also supports a vast library of SCORM- and AICC-compliant courseware. So you can still use most of the courseware that has proven effective for your employees—and that you've already purchased. Lotus Learning Management System software also takes advantage of relationships between IBM and third-party courseware vendors such as Harvard Business School and TRA.

Lotus Learning Management System solutions can help you create blended learning solutions that combine self-paced instruction tools with traditional classroom training or IBM Lotus LearningSpace® - Virtual Classroom—a cost-effective, Web-based solution

that can help deliver live, interactive training to your employees, suppliers and customers. Courseware creators can reuse content and objects from existing courses, saving development time. Preview and review courses by others before publishing, so you can make sure the content is appropriate for your employees. And student assessments are easy to create, helping your employees provide valuable, constructive feedback on the effectiveness of courses—helping to ensure that the student learned the intended materials and the content improves with each course.

Tailor the user interface to fit your employees

The customizable user interface (UI) of the Lotus Learning Management System can accommodate various user audiences. One Lotus Learning Management System can serve the needs of multiple student groups. Each organization within your enterprise can have a customized learning environment—but regardless of the number of environments, there will be only one backend system for your IT department to manage.

The segmentation functionality of the Lotus Learning Management System allows fragmented user groups—users in different countries or users with different job roles—to view a unique UI with a look and feel that meets their specific needs. Lotus Learning Management System software can even integrate course content into a user's portal, placing the crucial information right where the user is most likely to use it.

Disconnected use allows your employees to access the Lotus Learning Management System even when they aren't at work or connected to the Web. Users can create courses while traveling or download course materials to use offline. Once online again, users can upload their course work back to the Lotus Learning Management System. Your employees can use your online learning environment anywhere, at any time.

Track the effectiveness of your training efforts

With the tools available in the Lotus Learning Management System solution, you can track and report on the effectiveness of training activities—including both physical and online learning resources. Create detailed reports about your formal learning processes (traditional classroom or online learning activities) and informal learning (from events, documents and experiences).

Reports based on curricula, profiles and certifications offer managers the data they need to plan for project assignments, help make promotion decisions and support career planning. Managers can track which courses are often used (and which aren't) to assess the value of third-party courses. Auto-generated reports can update managers on a weekly, monthly or quarterly basis—providing just the right amount of information as often as it's needed to help ensure your courses are effective. And managers who need information on demand can create their own reports using a simple, intuitive browser-based editor.

The right solution for your enterprise

The Lotus Learning Management System solution can help make it simple for administrators, managers and students to use and customize your education efforts for their specific needs. Consulting services from IBM can help you assess your needs and build an effective learning environment to meet them. The scalability and reliability of Lotus software combined with the stability and expertise of IBM helps ensure that the Lotus Learning Management System solution is one your enterprise can rely on for years to come.

For more information

To learn more about how Lotus Learning Management System software can help your business in its education efforts, visit: www.lotus.com/learning



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