

eDevelopment Roles

Role	Description	Pages to Access
Training Administrator	This role will be the Administrator role that will have access to all pages of eDevelopment. This role is reserved for users in HR to help support end users of eDevelopment. The Training Administrator will also be the default approver for free Courses or for Courses that will be paid by Personal Check	-All Pages
Course Administrator	This role is an Administrative role for users to set up their own Courses and Sessions. This role will also encompass the same privileges that the Instructor has.	<u>Result Tracking</u> -Course Roster -Update Attendance/Test Results <u>Course Reports</u> -Course Sign-In <u>Student Enrollment</u> -Enroll Individually -Enroll In Course -Create/Update Course WaitList -Reschedule Between Sessions -Course Session Auto Enrollment <u>Define Course/Cost Details</u> -Courses -Course Session Planner -Course Sessions <u>Define Training Resources</u> -Training Facilities (ReadOnly) -Instructors <u>Query</u> -Query (CUFS File) <u>XML Publisher</u> -Print Course Certificates
Instructor	This role will be reserved for the users that are teaching a Course.	<u>Result Tracking</u> -Course Roster -Update Attendance/Test Results <u>Course Reports</u> -Course Sign-In <u>Student Enrollment</u> -Create/Update Course WaitList -Reschedule Between Sessions -Course Session Auto Enrollment <u>Define Training Resources</u> -Training Facilities (ReadOnly)
Training Approver	This is the person that will be designated as the employee's Reports To for the Training Administration approval process. By default, it will be defaulted to the employee's Conflict of Interest Manager. If the employee does not have a Conflict of Interest Manager, it will default to the Department Manager. The Department Manager will have access to the Reports To page in HRIS to change an individual's Training Approver	<u>Manager Self Service</u> -Training Summary -Request Training Enrollment -View Training Request Status -Approve Training Request

Registrant	This role represents the end user who will be signing up for courses. A registrant can be an employee (Faculty & Staff), Student, or Guest (Person of Interest)	<u>Self Service</u> -Training Summary -Request Training Enrollment -View Training Request Status -Professional Development -License & Certificates
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