



VA LMS: What is Phase II?

Toolkit Item #2

What This Is:

This is a description of the differences between Phase I and Phase II in the VA LMS. It also shows the benefits of Phase II and the responsibilities and skills required for VA LMS Domain and Learning Managers

Why This Is Useful:

The document provides an overview of the changes and benefits of moving into Phase II of the VA LMS.

How To Use This:

This is provided for information and can be shared with users, managers and VA LMS Administrators.

The VA Learning Management System (VA LMS) is a web-based tool designed to provide a single access point for all VA employees to manage learning activities and share learning across the Department. Phase I of the VA LMS focused on the VA national mandatory and other national training and is available to all VA locations/employees. Phase II brings local offerings into the VA LMS, and has already been implemented in the Veterans Benefits Administration, the National Cemetery Administration, and Veteran Health Administration's VISN 11, Tucson VA Medical Center, and Cincinnati VA Medical Center.

In Phase I

- ❖ Users are able to access and track their national mandatory training assignments.
- ❖ Local VA LMS Administrators designated to Assignment Manager and Help Desk Manager roles can assign and record national training for their organization's learners.

In Phase II

- ❖ Users will be able to access and track both national and local content in the VA LMS. Each User will have a single training record.
- ❖ Local Domain and Learning Managers will be selected and trained to:
 - Create Items for all of their locally delivered training, both face-to-face and online;
 - Group these Items in appropriate Curricula;
 - Assign local Items and Curricula to their Users;
 - Create Scheduled Offerings for pre-registration of face-to-face training;
 - Manage local training resources such as classrooms, instructors, and equipment;
 - Report on all local and national course completions for their Users.
- ❖ Additionally, Domain Managers will be able to create and manage VA LMS administrator accounts for their organization (domain).
- ❖ Domain and Learning Managers should possess the following skills:
 - Extensive familiarity with national and local training offerings, mandatory and required training, and an understanding of local target audiences;
 - Understanding of change management and ability to effectively implement change management strategies;
 - Ability to network and partner with key individuals and stakeholders;
 - Understanding of adult learning principles and ability to train others in the use of VA LMS;
 - Ability to work independently;
 - Strong interpersonal communication skills; and
 - Strong personal computer skills, including an understanding of databases, web navigation and e-mail.

A key benefit of Phase II implementation is that the Department will have access to accurate training reports and data generated from a single system. VA LMS Administrators will no longer have to maintain fragmented training records for their Users, nor will they have to run reports from disparate systems and manually merge the data to deliver training summary information to their local leadership.

Phase II will allow Users to reach the promise of VA LMS by providing easy access to all of their VA training records.