



**informatics**  
Rollout 2: Human Capital Management

INFORMS Rollout 2 Implementation is coming soon!

**Self-Service Training Courses Coming Available for Employees and Managers**

All employees and managers will be able to take INFORMS training beginning May 17. You will be able to choose one of the following options:

- Take self-paced courses - recorded sessions available at your convenience.

or

- Attend facilitated sessions - INFORMS trainer presents recorded courses (replacing the self-paced option).

Employee training includes 12 hours and Manager training includes 20 hours of training materials.

To view the list of courses for INFORMS Rollout 2, please visit [INFORMS Training Courses](#) page. Recorded courses will be available by May 17.

*NOTE: Department Human Resources staff have received invitations to live virtual courses based on their role.*

**REMINDER: Prepare for INFORMS Data Cutover**

The data cutover to INFORMS may impact some of the tasks you perform, depending on your role. Review the [Cutover Task Calendar](#) to see what actions you may need to take so your entries are automatically converted from legacy systems (Time and Leave and 9.1) to INFORMS, to minimize delays in HR activities, and avoid double entry.

For more information, visit the [INFORMS Gram Page](#).

Thank you,

INFORMS Team