



## Sumatra Certification Workflow (LMS extension)

The effective accomplishment of corporate wide trainings and certification measures for a large number of users (1000 participants or more) make great demands on a training and certification platform which widely exceed features of typical Learning Management Systems.

The **Sumatra Certification Workflow** is build on top of **Sumatra LMS** and extends the usual E-Learning paradigm by a special Workflow Engine, which is in charge to control the certification process of the participants while keeping the project managers updated about the current status of the relevant processes.

The training measures are offered in a course overview showing them with all comprising elements of curricula or separately bookable trainings. Depending on the configuration of the system participants are entitled to self-enroll or not (in that case this can be assigned to another user role). Every curriculum or training consists of several elements (WBT, Online Assessments, Seminars) which can be freely assembled. Each element is described by its type and several parameters (cate-

gories). Per element these are "passed", "not passed" and "general".

For each category a set of predefined commands can be utilized. As an example, you could define in a "passed" category that for this event actions shall be taken, such as sending out mails to the user and his/her manager, generating the certificate and

activating the next element of the curriculum.

The **Sumatra Certification Workflow** supports also presence seminars (blended learning). Seminar participants are assigned by trainers or automatically via interfaces to booking systems. If seminars allow to take Online Assessments the trainers can examine the status for each

seminar member. Those who have "passed" receive their certificate by mail or through the trainer (printed version). Those who failed can retry the assessment if the trainer gives permission via the platform.

Project managers can check the current status of certification at any time through monitoring files generated in MS Excel format.

## Functional Overview

### Structuring of trainings

The curricula/trainings can be freely structured and can initiate several actions (commands) for the workflow engine.

### Definable Mails

All mails sent to the participants are stored in a mailtext table. Mails may contain wildcards to adjust them individually. Documents from

the Content Management System can be send as mail attachments.

### Certificate generation

Certificates are dynamically generated as PDF files by the Workflow Engine. They are furnished to the participants as mail attachments.

### Monitoring

The status of training measures can be monitored

per curriculum or in total. The system compiles the information as MS Excel files.

### Background process supervision

The system is able to generate supervision mails in background in order to keep participants and managers informed, i.e. if assessments were not passed successfully before a seminar.

## The Certification Workflow

*effectively controls the accomplishment of training and certification measures for a large number of participants.*