

**August 2001
HRIS Follow-up Task Report**

Return completed document to Judy.Thai@ucop.edu by August 30,2001

ITEM #:BO 7	Employee Education, Experience and Skills
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Team #: OP	Reported by: Shelley Dommer/Kathy Keller
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Definition Statement:
 17.2 Maintain employee second language(s) skills including ability proficiency (reading/writing/speaking)
 18. Capture and maintain various data related to employee skills, abilities, licenses, certifications, publications, honors, etc. Capture employee training data including history and provide online registration and notifications; support online training administration

Re-engineering Required? Y/N:

Size/Scope (person months)	Small < 1 month	Medium 1-3 months	Large 3-6 months	Extra Large > 6 months	Super Size > 1 Year
Requirements Definition & Development		XXX			
Programming		XXX			
Campus Implementation		XXX			

Comments/Risk Factors: