

FW: Verification of Training Activity: Federally Employed Women 41st National traini... Page 1 of 2
This material is part of a collection that documents the harassment, discrimination, and retaliation perpetrated against Alaska's women research scientists by their supervisor, with full knowledge (and arguably, "tacit approval") of their federal employer, the USDA Agricultural Research Service (ARS)

From: "Cindy Bower" <Cindy.Bower@ars.usda.gov>
Subject: FW: Verification of Training Activity: Federally Employed Women 41st National training Program
Date: Sat, July 17, 2010 5:18 am
To: "BOWER@sfos.uaf.edu" <bower@sfos.uaf.edu>

----- Forwarded Message

From: <aglearnsystem@usda.gov>
Date: Sat, 17 Jul 2010 01:16:07 -0400 (EDT)
To: <Cindy.Bower@ars.usda.gov>
Subject: Verification of Training Activity: Federally Employed Women 41st National training Program

In order for your external training request Federally Employed Women 41st National training Program to move into your learning history, you must complete the verification process. AgLearn records indicate the end date for the following training has passed:

Cynthia Bower,

SF-182 Request: Federally Employed Women 41st National training Program
Start Date/Time: 7/12/2010
End Date/Time: 7/15/2010
Action Required: Follow the steps below to complete.

OPM regulations require agencies to verify training completions. In addition you must complete this verification process for your completed training to be saved into your AgLearn Training History.

STEPS TO COMPLETE To verify training, follow these steps: 1. To go to your AgLearn SF-182 Requests page, click or copy and paste into your browser the following link:

<https://aglearn.usda.gov/plateau/user/deeplink.do?linkId=SF-182> 2. Click Learning 3. Click SF-182 Request to view all SF-182 Requests and their Status 4. Locate the request that has a Pending Verification status and click the corresponding Verify button 5. Complete additional data fields 6. Click Submit

Within 24hrs AgLearn will then notify your supervisor via e-mail to complete the necessary supervisory approval of your verification. Please note: External training (SF-182) activities will not move to your AgLearn Learning History without supervisory verification. Want more information? Try the online AgLearn course, USDA AgLearn SF-182 User Course <https://aglearn.usda.gov/plateau/user/deeplink.do?linkId=ITEM_DETAILS&componentID=USDA%2dAGLEARN%2dSF182%2dUSER&componentTypeID=Web+Based&revisionDate=1163005958000> . To view the course, click on the course name link and log in. Once logged in, you will be able to see the course details and launch the course.

----- End of Forwarded Message

Attachments:

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