



State of Louisiana
DIVISION OF ADMINISTRATION

OFFICE OF INFORMATION SERVICES

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November 3, 2006

Statewide Information Systems Memorandum 07-013

TO: LSO Training Coordinators

RE: LSO Learning Solution Pilot Implementation Status

Since the Learning Solution (LSO) Pilot Kick off meeting on August 23, 2006, changes have been made to the LSO system design and the implementation plans. This memo serves as an update on the project status. Please remember that all LSO communications will be distributed via the LSO electronic notification list. Other news will be made available on the LEO Welcome screen as the implementation date nears. If additional people need to be added to the LSO electronic notification list, please have them sign up on the [OIS Electronic Notifications page](#).

The pilot implementation of ISIS HR Learning Solution will go live beginning on Monday November 27, 2006.

The Training Coordinator functions will be accessed through the SAP R/3 system rather than through LEO, as was originally planned. This change in strategy allows users access to all standard SAP participation-related functionality and greater reporting capabilities. As a result of this change, Training Coordinators who have no ISIS HR system experience will need to complete the ISIS HR Basic Navigation online learning course prior to attending LSO classroom training. This online learning course may be accessed via LEO under My Work\Online Learning\Statewide Systems. The classroom training is tentatively planned for the week of November 13 for statewide email agencies and the week of November 27 for non-statewide email agencies. We anticipate that this will be a 1 day class.

In preparation for scheduling the Training Coordinator classes, please send the following information to [mailto: DOA-OIS-TDH@la.gov](mailto:DOA-OIS-TDH@la.gov) by close of business Thursday November 9:

- the Personnel Areas which will be a part of the Pilot, and
- the names and personnel numbers of the individuals who need to attend the Training Coordinator class.

Once this information is received, we can finalize the training schedule. Students will receive enrollment notices, just as they do for any ISIS class. We hope you are still excited about this new functionality. We look forward to sharing the benefits of LSO with you.

If you have any questions about the information needed, please call the ISIS Help Desk at 225-342-2677.