Colorado Considers Employer – Responsive Training Network

Colorado's bold new commitment to employer-responsive training may soon include a project linking 20 community colleges' vocational training programs with a computerized data base of job requirements from private businesses, using low-cost personal computers. By involving business early in the training process, Colorado expects to spawn specially trained and highly motivated graduates, who can immediately take their place within a company's productive work force.

The catalyst in this innovative public-private partnership is Denver-based Proactive Technologies, Inc., which will supply a unique program of human resource development and management software that will digest all of the many companies' specific job needs and develop training programs for the vocational students. Most importantly it allows communication of this job information by modem, floppy disk, or hard copy.

The preliminary meeting of public and private employers and training institutions was sponsored by the Greater Denver Chamber of Commerce and the Colorado Council on Vocational Education.

"Any effort at developing partnerships between government, education and the business community regarding improving the quality of our work force is certainly something that needs to be looked at closely and possibly pursued," said Pat Teegarten of the Greater Denver Chamber of Commerce.

Dale McCall, executive director of the Colorado Council on Vocational Education, added: "An up-to-date curriculum is essential if we are to have a trained workforce.

"I certainly agree that this program can be an avenue to bring about a closer partnership and closer relationships with the business community."

If the project is approved, Colorado will promote the project and up to 20 businesses can participate the first year by using the PROTECH I job/task analysis software to determine future hiring needs and to send this information through the joint data sharing network. The vocational institutions will then collect the job data and incorporate it into their curricula for training and retraining of prospective workers, cutting the time for incorporating job changes into the curriculum from three-to-five years to one year or less. Conceivably, changes could be incorporated in a few days!

Everyone seems to benefit from this project.

• Employers get better qualified job applicants, lower training costs, increased worker productivity, higher output quality, enhanced competitiveness, increased employee morale and decreased employee turnover.

• Vocational school graduates have an improved chance of job placement, on-going job training as the job changes, employment security and an increased feeling of contribution and self-worth.

• Colorado reduces structural unemployment, maintains a better qualified labor supply, increases its adaptability to technology and market changes, stabilizes its revenue base, and boosts the placement and retention rate of its vocational school graduates.

"This historic Colorado project focuses the studies of the individual so he or she is ready to step into the job market upon graduation," says Dean Prigelmeier, president of Proactive Technologies, Inc.

"The buzzword in the industry is employer-responsive training," said Steve Sanford, the administrator of the nonprofit Colorado Carpenters' Joint Apprenticeship and Training Committee. "The product that Proactive Tech is supplying would answer our needs in the construction trades tremendously, providing a validated curriculum for the vocational schools on a much more timely basis. Today, the market dictates specialists, very specifically trained workers, and that's where I hope that this program will benefit us by telling the vocational schools just what kind of training workers in the construction trades will need."

New Swing Vote On Supreme Court

The third try was a charm in President Reagan's quest to fill the gaping vacancy on the Supreme Court. U.S. Court of Appeals Judge Anthony Kennedy of Sacramento, Calif., was finally confirmed by the Senate unanimously in early February, allowing the

What PROTECH I Can Do for You

Sheer frustration and a growing, disarming sense that somehow, something much easier, faster and more cost-effective could be developed to help his company's human resource department launched Dean Prigelmeier on an enlightening, two-year odyssey that eventually led him to form his own firm, Proactive Technologies, Inc.

This Denver-based company now produces PROTECH I, the cutting edge in human resource development and management software that runs on the IBM-XT or AT and compatible systems.

Prigelmeier's menu-driven software, which is unlike anything in the world today, has six modules for training and record-keeping. This allows smaller companies to begin using the program for just $5,500, adding other modules as they are needed. Larger firms usually purchase the entire $24,500 package that includes all the modules and two weeks of training.

"The software can relate many different data bases at once and manipulate them into immediately useable reports," Prigelmeier explains.

Based on a simple task-subtask hierarchy, job analysis with PROTECH I is quick and efficient – taking an experienced analyst often less than a month to complete. And from there, everything else the human resource department needs will fall effortlessly into place.

The system includes these modules:

BASIC MODULE – Designed to provide the basic reports for manual development into human resource evaluation instruments. Based on content validity.

ON-THE-JOB TRAINING MODULE – Provides structured, on-the-job training programs for immediate application. Helps the employer realize full employee productivity faster and with greater certainty.

QUALIFICATION/CERTIFICATION MODULE – Establishes qualification/certification programs that are realistic, efficient, auditable and meet legal and contractual requirements.

TECHNICAL WRITING MODULE – Provides job performance aids to help the employee in the performance of processes where repeatability is a must. Document and revision control included.

HUMAN RESOURCE EVALUATION MODULE – Human resource evaluation instruments for accuracy in recruitment, interview, selection and performance evaluation based on content validity.

RECORDS MODULE – Supplies the trainer, supervisor, manager or human resource representative with current and accurate employee history and status for resource development and management.

All Roads Lead Home to Training

By Dean Prigelmeier

Many employers are currently analyzing the cost-effectiveness of in-house training and comparing the alternatives. It is an emotional national debate that has emerged out of dissatisfaction with current human resource technology.

Each year, employers spend approximately $210 billion nationally on training – $30 billion formally and $180 informally. Despite this fact, American productivity has stalled during the 1970's and 1980's at nearly half of the previous two decades' annual increase in nonfarm output per worker-hour. The United States lags four times behind Japan in productivity growth, three times behind France and two times behind West Germany and England.

According to the President's Commission on Industrial Competitiveness (1985), "The American economy is losing its competitiveness in international markets, and not just in the old smokestack industries. The United States is losing market share in seven out of ten high-technology industries." The value of the dollar is partly to blame. However, the

Dean Prigelmeier

overhead costs of labor, including the cost-effectiveness of training, the cost-efficiency of labor, the productivity of worker input, and the quality of worker output, must all be considered in the discussion if an accurate understanding of what we are up against as a nation is realized.

There has to be another way of improving competitiveness than by sending our work overseas to cheaper labor markets, laying off hundreds of thousands of people each year, changing the status of some employees to part-time (foregoing the need to pay benefits), or forcing salaries down to a level below a standard acceptable wage. Maybe, if nothing else, we as a nation should try to develop our human resources as we would any other natural resource.

Unfortunately, true human resource development and management are usually an afterthought, characterized by textbook rhetoric and misdirected expenditures. With all of the dollars spent on training while employed, not to mention training prior to employment, how could some companies have calculated that the "half-life" (when ½ of the employee-held knowledge and skills necessary for competent job performance become obsolete) of an employee has declined, on average, from 7-14 years to 3-5 years?

Productivity of labor, an ambiguous

Proactive Technologies Moves to Denver – Triples Office Space

"This is exciting!" exclaimed Proactive Technologies founder Dean Prigelmeier as he surveyed the moving boxes piled high in a corner of his new office in downtown Denver. The pungent scent of freshly carpeted rooms hung heavily in the air. The day was late, the move exhausting and now boxes had yet to be unpacked, but Prigelmeier was undaunted.

"There's a huge market out there that could benefit greatly today from using our services. I've never felt so good about something as I do about Proactive Technologies," he said.

The rapidly expanding market for Proactive Technologies' human resource management software has allowed the company to grow at an exhilarating pace. So much so, according to Prigelmeier, that he found it necessary to move his headquarters office from a small suburban setting in Thornton, Colo., to the heart of downtown Denver. Surrounded

Proactive Technologies, Inc. provides immediate user support. Call (800) 533-2502.

Street – known fondly as Denver's "Wall Street."

"We couldn't ask for a better location," says Prigelmeier.

The larger setting also provides Proactive with in-house training rooms for new clients as well as a conference room and more office space for a growing team of training representatives and sales personnel.

Steve Schultz, whom Prigelmeier calls his "right-hand man," leads the charge of new employees.

Schultz was previously with Sunstrand Aviation Advanced Technology Group, and comes to Proactive Technologies with 13 years' experience in quality assurance. Besides assisting in administrative and sales efforts, he oversees Proactive's quality assurance program, ensuring that each product meets exacting standards.

"We're also expanding the software support staff to serve our clients in the best possible way," Prigelmeier said.

New programmer Deborah Davis, whose background includes work for a micro-computing specialist and who has authored several software pro-
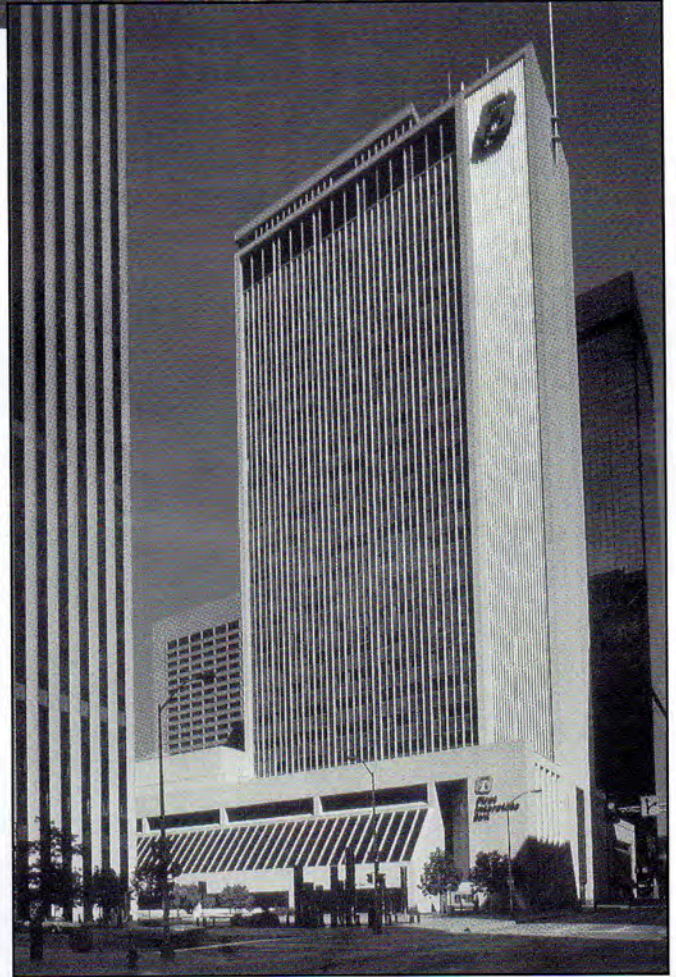
New headquarters for Proactive Technologies, Inc. at First Interstate Bank Building in downtown Denver with a stunning view of the Rockies

grams, heads the software support department. She takes Prigelmeier's inspirations and translates them to floppy disk, always working out the bugs before the program reaches the customer and making sure that the menu-driven programs flow· logically and are easy to grasp without a tedious learning curve.

Davis consults with both new and established clients on hardware recommendations, and she can personalize the software modules to meet the specific needs of individual companies.

by windows that capture the breathtaking vistas of the Rocky Mountains as well as the dramatic city skyline, the company is now located on the 15th floor of the First Interstate Bank Building on 17th

3

Hopes for Justice Kennedy

justices to get on with full-court, precedent-setting decisions.

When Justice Lewis Powell announced his retirement from the Supreme Court last spring, conservatives wholeheartedly jumped at the opportunity to exchange Powell's fence-sitting, unpredictable "swing vote" for an unswerving voice they could count on.

Conservatives, who by nature favor deregulation and less government intervention on all fronts, want a strict Constitutionalist. In employee management terms, that would mean someone who would find nothing in the U.S. Constitution that required, for example, the Uniform Guidelines for Employee Selection procedures or for, say, comparable worth.

But appeals court judges Robert Bork and Douglas Ginsberg proved too controversial for confirmation. Conservatives' hopes now center on the lanky and bespectacled Kennedy, a 51-year-old judge and law professor, who is seen as a bit more moderate. He is described by colleagues and friends as "an intellectual in the law, who has empathy for ordinary life experience."

"He is not a conservative idealogue," said Senate Judiciary Committee member Patrick Leahy, D-Vt.

But author Alan Dershowitz, who is also a professor at Harvard Law School where Kennedy studied, said he was "uncomfortable" with Kennedy's confirmation.

"Kennedy is a Robert Bork without the rhetoric," Dershowitz said. "You can't tell the difference. He's somebody who tries to be conciliatory in his language, but the outcome is still the same."

One example of this conservative, but conciliatory nature is Kennedy's 1980 opinion *(since his appointment to the 9th U.S. Circuit Court of Appeals, he has participated in more than 1,400 decisions and was the author of 400)* that upheld the Navy's policy of automatically discharging anyone found to have engaged in homosexual conduct. He said the Navy had the Constitutional right to discharge gays, but added a footnote pointing out the difference between "the unique accommodation between military demands and what might be constitutionally protected activity in some other contexts."

'My own judicial philosophy has been described by others as conservative, and therefore unlikely to accept doctrines which substantially expand the role of the courts,' Kennedy said in a 1984 speech. 'None of us like a simple label to explain our thought, but the description is probably apt as a general rule.'

This ruling could potentially be construed to say that "what you do in the privacy of your own home is different from the way you should conduct yourself at your job," leaving little opportunity for future employment discrimination charges by gays and, perhaps, others.

In 1985, Kennedy authored an opinion that struck down a comparable worth ruling in favor of a group of women who had sued Washington state for increased pay in historically low-paying, women-dominated jobs.

"The state did not create the market disparity," Kennedy wrote. "We conclude a violation of Title VII (of the Civil Rights
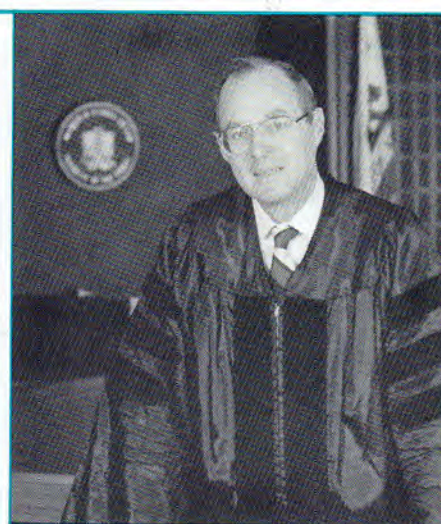
Justice Anthony Kennedy

Act of 1964) was not established here. The state of Washington's initial reliance on a free market system . . . is not in and of itself a violation of Title VII." Kennedy noted, however, that the Washington Legislature could create a comparable worth plan if it chose, but federal law did not dictate it.

These two decisions, in particular, could very well be a portent of future employment practices rulings by the Supreme Court, experts say – especially because Kennedy is well-known for swaying other judge's opinions – but no one expects him to exercise judicial review over already existing law.

America Can Compete–And Win

indicator of worker contribution to a product or service, often ignores the quality of output. Millions of dollars are wasted each year as a result of scrapped products or improperly performed services, most often linked to a lack of adequate training.

All roads lead home to training and retraining of employees, one-on-one management of employee development and performance evaluation, and an adaptability to changes in the job market, the economy, or most importantly, the work itself. Response to changes in technology should be measured in months, not three to five years.

America can compete internationally, and America can win. To some degree we must implement the basic fundamentals that we teach in business school, if we are to succeed. We need

to hone our human resource management basic skills, and adapt our modern technology to that end. Employers and training institutions must form a partnership to determine how best to spend human development dollars to maximize the benefits to all.

Looking to the future, America cannot afford to have a displaced labor force; a regional conflict could force all production home and a return to square one. An internal conflict, such as we have seen in most of these developing countries, could also disrupt production and impact costs and availability of consumer products. One thing is certain: those foreign countries which are labor havens for United States businesses will, themselves, one day experience the difficulties of changing technology on unchanged human resources and the same problems we are facing today.

Brainstorming The Hierarchy
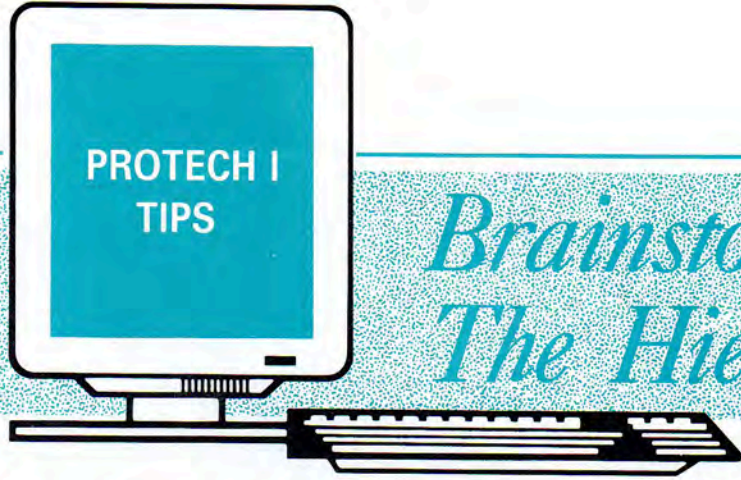
Storm warning. *Brainstorm,* that is.

The chalkboard dust hasn't time to settle in company conference rooms these days, where a whirlwind of activity, excited conversation and thoughtful reflection ensues. In growing numbers, teams of job analysts and subject-matter experts are meeting to brainstorm job hierarchies to determine job and task descriptions for the initial installation and utilization of the PROTECH I training and record-keeping software.
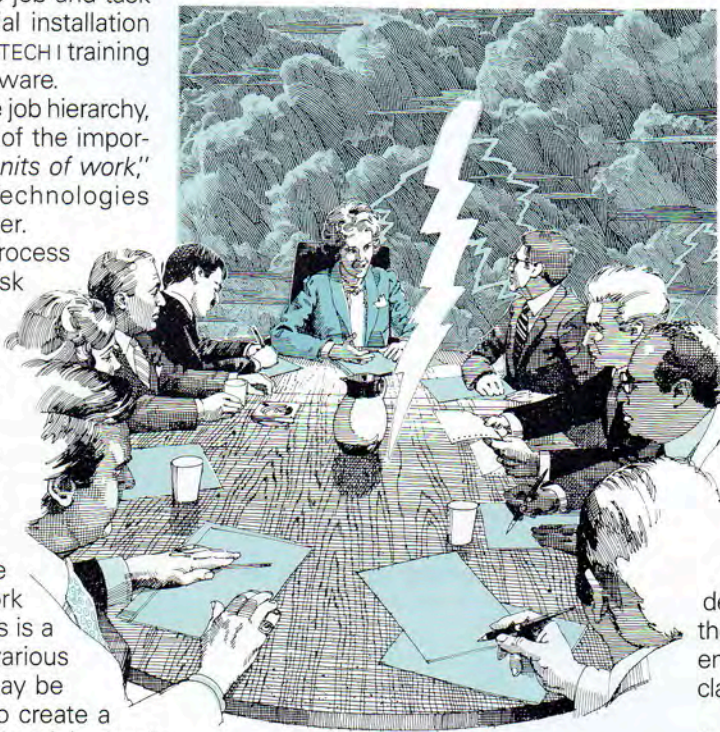
"In brainstorming the job hierarchy, we're painting a picture of the important facets of a job by *units of work,*" explains Proactive Technologies founder Dean Prigelmeier.

The brainstorming process is the first step in job/task analysis using the PRO-TECH I system. From information gathered here, selecting and testing instruments, reference manuals and human resource development programs are easily and inexpensively created.

"This is not the time or place to judge how work is completed. Rather, this is a time to reflect on all the various tasks that employees may be asked to perform, and to create a hierarchy from the broadest job classification down to more and more specific tasks and subtasks.

"This is a dynamic process, and the job hierarchy will change as more, or different, information is gathered," Prigelmeier adds.

The brainstorming session should include, Prigelmeier recommends, an analyst and several subject-matter experts of the job to be analyzed – employees who are so experienced in a certain classification that they know almost every detail of the everyday job.

Designed to be fun, creative and an enlightening experience, the brainstorming process couldn't be simpler.

The analyst, standing before a dry-erase marker board or blackboard, acts as facilitator and sometimes referee, helping to elicit every detail that these experts can recall about the jobs. The analyst keeps a record of all the information resulting from the discussion.

Prigelmeier recommends using no less than three or four experts in order to obtain different frames of reference.

"Some people remember one thing; some won't remember other things. Some are specialists; some are generalists."

This process of job analysis goes beyond simply asking an employee one-on-one what he or she does. The brainstorming forum instead becomes a sharing of information between co-workers, where better understanding of the job often surfaces.

"People get excited," says the Proactive Technologies president. "They start remembering all the little things they do in a day. They start seeing their jobs described as they never have before."

A hierarchy evolves as the analyst directs the subject-matter experts to make generalizations about the types of work performed and to form general categories based on those types of work. For example: under "Mechanic," may be another general category of work called "engine tune-up." Then under that, you may find tasks of "replacing the points." "Timing the engine" might be another task; or "replacing the distributor."

Says Prigelmeier: "What you are trying to accomplish is a very accurate description of the overall job. It's not just the type of work that one person might encounter, but rather what the whole job classification for that organization entails."

In this process, the brainstorming "referee" must keep these points in mind:

- **Keep the brainstorming focused.** The analyst must sift through the minutiae and list only the cogent tasks without offending anyone.

- **Don't hinder the free-flow of ideas,** but don't let the discussion get off the track.

- **Make sure people have reached a consensus** and don't let anyone go away angry or feeling they weren't sufficiently heard.

- **Be aware of when enough is enough.** People usually come out of this session exhausted. When that limit is reached, stop for the day.

5

New Training Network

Prigelmeier says studies have shown that businesses spend $210 *billion* each year on formal and informal training, and "this project could cut their overhead costs of training by sharing the responsibility with the local community.

"This Colorado project is a fine example of how a state and the business community can work together to cut costs and to put people back to work," Proactive Technologies' Prigelmeier points out. "It provides a way to train new workers and to retrain the structurally unemployed.

"I'm proud and gratified that Colorado has taken the first step, by considering the PROTECH I system for public training programs," Prigelmeier adds. "It provides a shining example for other states who want to make their vocational programs more effective and for businesses who are willing to cooperate with state officials in order to get job applicants who meet their training requirements."

13 States

The Colorado program has generated much interest in states across the nation and requests for information have been flooding into Proactive Technologies, Inc.

"Currently 13 states have been sent information about the PRO-TECH I job/task analysis software system," says Dean Prigelmeier. "They are currently discussing and evaluating various applications with us."

Training Policy Options Studied

Michigan Report Suggests Changes To Help Business

"Almost continual training is mandatory" today because half of a worker's skills and knowledge become obsolete every 3 to 5 years, instead of the old occupational "half-life" standard of 7 to 14 years, reports a Michigan study on employee training programs and alternatives.

The year-long study on "how advanced manufacturing technology is challenging the training offered at the community colleges of Michigan" produced some startling conclusions that can be applied nationwide to educational institutions as well as instructional programs within a company.

Authored by James Jacobs, director of the Industrial Technology Institute of the Michigan Community College Liaison Office, the 1987 "Training and Public Policy" report seeks to involve government policy makers, community college administrators, labor leaders and businessmen in dealing with the need for companies to provide training that is responsive to technical changes within a particular industry as well as training to meet the needs of a specific employer.

"The successful companies find there are no short-cuts to a trained work force," the report says, "and for specific key technologies, large amounts of money are spent training relatively few workers. As one executive put it, 'to spend $5,000 on an inferior training program that will lower productivity and create down time on a $7 million machine is incorrect thinking.'"

Four general principles apply to training programs for large and small companies, the report concluded.

1) Training should be customized. "The design of a training program must consider not only where the company is now, but where it wants to go with the technology."

2) Training programs should be continually assessed. ". . . They often lack the proper 'follow-through' to assess the success of their efforts."

3) An element of cross-training or multi-skilling should be included in training.

4) "Good technical training is essential, and effective companies were willing to pay for it."

"Within most manufacturing firms, the training of personnel was often an afterthought, something to be determined once plans were made for plant layout and the deployment of machinery. . . . Most companies did little formal training, relying on the school systems and other institutions such as the military to provide the background that workers needed to perform their tasks. Only when a specific process was initiated or a specific new machine deployed, did the company pay for training directly. Normally, the vendor of the equipment provided the necessary training to a few of the company's engineering staff, who then informally trained the firm's workers on the job," the report said.

The study raised questions about worker training in the future. Who should offer training and who should pay for it? The state? Community colleges? Business and industry? Equipment vendors? Or a combination of them all?

One example cited involves Canada's Training In Business and Industry Program in which private firms ask the provincial government, in this case Ontario, for a specific worker training program. Both the provincial government and the firm pay for part of the training, which is undertaken at the local community college. The college has the option of hiring skilled instructors from outside the school to perform the training.

The report also mentions training programs within Michigan – specifically the Ford Trades School by Henry Ford and the school established by Cross & Company.

Going beyond these impressive examples of individual successes, the report emphasized the need for coordinated statewide policies and goals on vocational training to be decided upon by a consortium of state officials, educators, industry leaders and union officials. "The involvement of business and labor is essential for future efforts," the report concludes.

> *'The successful companies find there are no short-cuts to a trained work force'*

6

Maximize Human
Resource Potential Through

JOB AND TASK ANALYSIS

AGENDA

DAY ONE

8:45 Introduction and Continental Breakfast
9:00 Survey of Management Philosophy
10:00 Legal Basis for Job and Task Analysis
11:00 Economic Basis for Job and Task Analysis
12:00 Lunch
1:00 Types of Job and Task Analysis
1:30 The PROTECH I Method: The Concept
2:00 An Overview of the Process
3:00 Building a Job Hierarchy
4:00 Exercise in Job Analysis
4:30 Adjourn

DAY TWO

8:45 Review Day One and Continental Breakfast
9:30 Determining Task Importance
10:00 Analyzing Tasks for Critical Knowledge, Skills and Abilities
11:30 Exercise in Task Analysis
12:00 Lunch
1:00 Processing Data into Useful Human Resource Development and Management Instruments
2:30 Adapting Data to an Ever-Changing Job
3:00 Creating a Job and Task Analysis Function
4:00 Presentation of Certificates of Completion
4:30 Adjourn

Two major trends imperil American productivity and competitiveness: 1) declining pre-hire basic skill levels of job entrants, 2) rapid change in technology and a corresponding lag in adequate human resource development and enhancement.

Any business, government organization, or other organization surviving to the year 2000 will be the one that learns to manage the job AND the employee for change.

—Dean Prigelmeier, President
Proactive Technologies, Inc.

WHO SHOULD ATTEND:

HUMAN RESOURCE/PERSONNEL DEVELOPMENT and MANAGEMENT STAFF seeking to establish an integrated human resource selection, development and management function, while complying with statutory law and legal precedent.
RESEARCH AND DEVELOPMENT ENGINEERS searching for a tool for process design, development, test and release.
TECHNICAL WRITERS seeking an easier way for procedural document-design-and-change management.
QUALITY ASSURANCE ENGINEERS attempting to develop valid qualification or certification standards and programs.

SAFETY ENGINEERS seeking to design processes with safety requirements in mind.
BUSINESS MANAGERS who want the benefit of human resource development, technical writing, and personnel records departments without the overhead cost.
VOCATIONAL INSTRUCTORS seeking to cut the time necessary to incorporate job changes into the curriculum from years to days.
GOVERNMENT DEPARTMENT MANAGERS attempting to adapt to shrinking revenues by increasing cost-efficiency and effectiveness.
ANY UTILIZER OR MANAGER OF HUMAN RESOURCES!

PARTICIPANTS WILL LEARN:

• The philosophical, economical and legal reasoning behind job/task analysis.
• How to use the PROTECH I method of job/task analysis to comply with employment selection and testing requirements.

• How to manage job information for an ever-changing classification.
• How to maximize the performance of a human resource while minimizing the cost of development and management.

7

REGISTRATION INFORMATION

TO REGISTER: Call 1-800-533-2502, then return check and form below.
SEMINAR FEE: $425 per person; 2 or more from same organization $395; 5 or more from same organization $375 (Note: Multiple registration must be registered at same time for same seminar). Fee includes tuition, course materials, continental breakfasts, and Certificate of Completion. Seminar fees are due 14 days prior to seminar date. Pre-payment will be waived upon receipt of authorized purchase order or letter of intent.
SCHEDULE: Seminars are from 8:45 to 4:30 pm. Please plan to arrive at least 15 minutes prior to starting time.

LOCATION: March 21-22 – Doubletree Hotel, 250 S. Frontage Rd. W., Vail, CO (303) 476-7810. **March 24-25** – Embassy Suites, 5001 N. Scottsdale Rd., Scottsdale, AZ (602) 949-1414. **April 7-8** – Cal-Neva Lodge, #2 Stateline Rd., Crystal Bay, NV (702) 832-4000. **April 21-22** – San Francisco Hilton, 333 O'Farrell St., San Francisco, CA (415) 771-1400. **May 12-13** – Seattle Battelle Conference Center, 4000 N.E. 41st St., Seattle, WA (206) 525-3130.
HOTEL ACCOMMODATIONS: Arrangements have been made with seminar hotels listed to reserve blocks of guest rooms for participants. For room reservations, registrants must call the hotel directly, mentioning Proactive Technologies, Inc.

Please make reservations promptly, as guest room blocks may be released two weeks prior to seminar date.

SUBSTITUTIONS, TRANSFERS, AND CANCELLATIONS: Substitutions or transfers may be made prior to seminar date without incurring an additional fee. Registrants who cancel more than seven working days before first seminar date will receive a full refund. Registrants who cancel thereafter will be subject to a $75 per person cancellation fee. Registrants who do not cancel prior to seminar date and who do not attend are liable for the entire fee.

TAX DEDUCTION OF EXPENSES: An income tax deduction for expenses of education, including registration fees, travel, meals and lodging, undertaken to maintain or improve professional skills. (Treas. Reg. 1.162-5 Coughlin v. Commissioner 203 F2d 307).

TAPE RECORDING OR VIDEO TAPING OF SEMINAR IS PROHIBITED

✂

PLEASE PHOTOCOPY FOR ADDITIONAL APPLICATIONS

☐ YES, I want to reserve _____ spaces at the JOB AND TASK ANALYSIS SEMINAR specified below. Enclosed is a check/purchase order for $_____

☐ NO, I can't attend, but please send me more information about the PROTECH I System.

☐ **Mar. 21-22 Vail, CO**
☐ **Mar. 24-25 Scottsdale, AZ**
☐ **April 7-8 Lake Tahoe, NV**
☐ **April 21-22 San Francisco, CA**
☐ **May 12-13 Seattle, WA**

Name _____

Company _____

Title/Division _____

Signature _____

Mailing Address _____

Street Address _____

City _____

State _____ Zip _____

*Send this reservation card and your check/purchase order to: **Proactive Technologies, Inc.**, Seminars, 621 17th Street, Suite 1550, Denver, Colorado 80293*

NETWORKING

... *Instant Access Improves a Company's Efficiency*

Imagine the benefits of using one central repository for job information, hiring requirements, performance evaluation criteria, certification requirements, on-the-job training competency requirements, personnel records – virtually everything that has to do with human resource development and management. Imagine different departments accessing that information and updating it on the spot. Imagine the time and money to be saved.

No need simply to imagine it anymore. LAN (local area networking) will soon be available for users of PROTECH I via a new add-on package. Priced at under $1,000 per networking node, this new PROTECH I advance offers an entire company instant access to vital information gathered and stored on Protech's database – providing mainframe or mini-mainframe capability for microcomputer users.

"This is the ultimate in human resource management," says Proactive Technologies' Steve Schultz. "With the PROTECH I LAN module, a company can maximize the value of the human resources department – which in itself is an important human resource."

With this new add-on software and a hard cable running to each work station, all employee-related information is at the fingertips of every manager and department head throughout the organization.

"Our PROTECH I database program has been designed to integrate into any organization," explains programmer Deborah Davis. "From the very beginning, it was designed to share information – from the president's office, to the human resources department, to the manufacturing floor."

A standard feature of this software allows users to download files by floppy disk or by modem to share information if networking isn't established.

Davis notes that PROTECH I has been designed to conform to the security precautions now required by many companies. All sensitive information can be loaded into a stand-alone database with access only to authorized personnel. The central database would still contain the training and record-keeping material that can help improve the efficiency of the company by having it instantly available to any user.

PROTECH I's LAN advantage can help any company from a giant corporation to a small company.

"We are very aware of specific user's needs," Davis adds, "and we are committed to try in every way possible to be responsive to them."
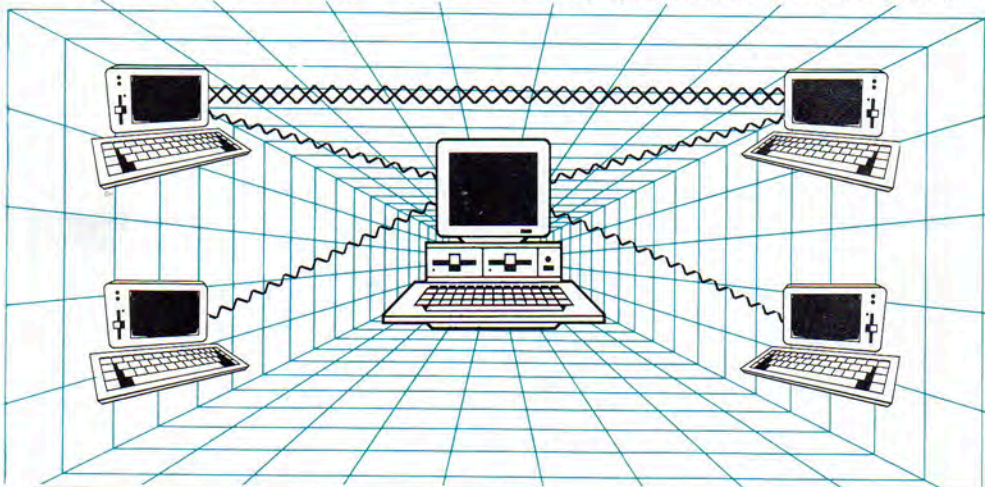
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