

For: All FSA Employees

2004 Agriculture Learning (AgLearn) Implementation

Approved by: Deputy Administrator, Management



1 Overview

A Background

In March 2004 Agriculture Secretary Ann M. Veneman announced the launch of the AgLearn Service, designed to provide one-stop services for delivering, scheduling, and managing learning events nationwide for USDA employees. FSA and the rest of USDA are now implementing this new agriculture learning management system.

B Purpose

This notice provides information on AgLearn and its implementation.

2 Implementing AgLearn

A Employee Access to Training Information

When fully implemented, AgLearn will allow employees unlimited access to:

- view and print their training history from a single location
- search for and complete online courses currently offered through OPM's GoLearn site
- search for and enroll in classroom and online training offered by FSA or USDA
- request training in non-FSA offered courses, such as courses at a local college.

Disposal Date	Distribution
December 1, 2004	All FSA Employees, State Offices relay to County Offices

2 Implementing AgLearn (Continued)

A Employee Access to Training Information (Continued)

Many of these functions will be limited initially. For example, employees in:

- field offices and National Office shall continue to use iCAMS training administration or the SF-182 process to request training according to 6-PM, until further notice
- Kansas City and St. Louis Offices should continue to use KC-1485 A and SF-182 process to request training not found in AgLearn.

Note: Initially only web-based training will be offered through AgLearn. As additional functions are phased in, they will be made available to employees.

B Phase I Implementation

Phase I of AgLearn started in March and was available only to FSA DAM employees in the National Office and Kansas City, and selected FSA county and Federal employees in South Carolina, Iowa, and Florida.

Notes: As of July 1 AgLearn switched to the eAuthentication ID and password system. Users now need to enter their eAuthentication ID and password to use AgLearn. See Notice IRM-355 for instructions to request an eAuthentication ID and password. The notice can be found at: <http://www.fsa.usda.gov/dam/forms/notices.asp>.

C Phase II Implementation

Phase II became effective July 19. All FSA's employees, both Federal and county are now part of AgLearn.

Note: Committee persons are not a part of AgLearn.

To access AgLearn, employees should go to www.aglearn.usda.gov, click on "Student Login", and enter their eAuthentication ID and password.

D Training Courses

On or before July 19 training histories in GoLearn were transferred to AgLearn. Courses completed in GoLearn were also transferred to AgLearn. Courses started but not completed in GoLearn were not transferred. Employees will need to repeat the course material.

Courses previously available through GoLearn are now, or shortly will be, available through AgLearn. This includes the free courseware from NETg, SkillSoft, and Karta; and if you hold a license, the fee courses offered by NETg, SkillSoft, or other vendor carried by GoLearn. Two courses on the Incident Command System, ICS-100 and ICS-200, are now available from AgLearn.

Notice PM-2425

2 Implementing AgLearn (Continued)

D Training Courses (Continued)

To see the catalogs of the courses on business and professional development topics and computer applications offered by vendors, go to **www.golearn.gov** and click on “Full Catalog”. If an employee of:

- National Office without a license to courses offered by NETg, see Notice PM-2398 available at: **<http://www.fsa.usda.gov/dam/forms/notices.asp>**.
- Kansas City or a State Office, contact your training officer for information on licenses.

Note: Kansas City handles licenses for KC and St. Louis. CCE handles licenses for field offices.

AgLearn will:

- allow USDA agencies to manage and deliver training to employees and business partners
- eliminate single-agency approaches
- help USDA realize future savings by reducing costs for duplicative services.

AgLearn is in direct support of the President’s Management Agenda, specifically the eLearning initiative. One of the goals of eLearning is development of the workforce through simplified and one-stop access to training products and services.

3 Additional Information

A Discrimination

USDA prohibits discrimination in all its programs and activities on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, and marital or family status. Not all prohibited bases apply to all programs. FSA provides reasonable accommodations to applicants with disabilities. The decision on granting reasonable accommodations will be on a case-by-case basis.

B Accommodations

Courses on AgLearn are to be Section 508 compliant. Persons with disabilities who require accommodations to attend or participate in this training should contact:

- Bessy Plaza at 202-418-9050
- Joe Hoffman at 202-418-9048
- Sandy Prentice at 816-926-6282.

3 Additional Information (Continued)

C Labor-Management Obligations

Where exclusive representation exists, bargaining may be requested to the extent allowed by applicable statutes. Where contract language already addresses these policies and procedures for bargaining unit employees, contract language prevails.

D Contact

For additional information, contact your FSA AgLearn Administrator listed below. Field Offices may contact any of the names below.

FSA National Office:

Joe Hoffman
202-418-9048
joe.hoffman@wdc.usda.gov

Bessy Plaza
202-418-9050
bessy.plaza@wdc.usda.gov

FSA Kansas City:

Sandy Prentice
816-926-6282
slprentice@kcc.usda.gov

E Web Site Assistance

Employees may view information about AgLearn on the AgLearn Welcome Page found at: <http://aglearn.usda.gov>. Click on “about AgLearn” or “Help” located in the upper right hand side of the page. Additional information can also be found at: <http://dc.ffasintranet.usda.gov/hrd/training/training.htm>.