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| **From:** | UCPath-Training |
| **To:** | UCPath-Training |
| **Subject:** | UCPath Training Update - 10/15/21 |
| **Date:** | Friday, October 15, 2021 12:28:19 PM |
| **Attachments:** | image001.png |

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Good afternoon,

The UCPath Training Team updated training materials for Workforce Administration. We recommend you communicate these changes to your users. The changes are as follows:

- Workforce Administration (WFA215: Mass Hires):
  - *Job Aid*: **Complete the CSV File Templates for Mass Hires**
    - Updated job aid descriptions for STEP, COMP_FREQUENCY and COMP_RATECD and changed label of **Tracker ID** to **Tracker Profile ID**.

You can see all changes for each course by revision number here:
**D2_LocationCourseChanges.pdf** (new Box link).

The **UCPath Help** site was updated to reflect these changes. Please visit the following UCPath Help site links to see these new updates:

- Self Service Users
- Location Users

UCPath web courses for LMS* - Box link. Password: ucpathd2
**To add to your LMS, each location must download the web courses from Box, and your LMS administrator must add them to your LMS domain.*

*If necessary, forward this email to colleagues that may benefit from this information.

Thank you,

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**UCPath Help:**
Self Service Users | UCPath Users | Location Users

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