	Knowledge		Capability		Task Status		
	Date	Status	Date	Status	Date	Elapse	Status

Smith, Jane

Process Set Name\Process Set Name\Process Name (Company Policies)

Process Set Name\Process Set Name\Process Name (Company Policies)\Sub Process Name (First Aid)

	Knowledge Date	Knowledge Status	Capability Date	Capability Status	Task Date	Elapse	Status
Task Name (Comply with Standard First Aid)	---	I	7/6/2007	C	7/6/2007	---	Incomplete
Task Name (Comply with Advanced First Aid)	7/6/2007	C	---	I	7/6/2007	---	Incomplete

Process Set Name\Process Set Name\Process Name (Company Policies)\Sub Process Name (Interpersonal Skills)

	Knowledge Date	Knowledge Status	Capability Date	Capability Status	Task Date	Elapse	Status
Task Name (Conduct a Meeting)	7/26/2007	C	7/26/2007	C	7/26/2007	---	Complete
Task Name (Interact with Co-Workers)	7/26/2007	R	7/26/2007	C	7/26/2007	---	Incomplete

Smith, John

Process Set Name\Process Set Name\Process Name (Company Policies)

Process Set Name\Process Set Name\Process Name (Company Policies)\Sub Process Name (First Aid)

	Knowledge Date	Knowledge Status	Capability Date	Capability Status	Task Date	Elapse	Status
Task Name (Comply with Standard First Aid)	---	I	7/6/2007	C	7/6/2007	---	Incomplete
Task Name (Comply with Advanced First Aid)	7/6/2007	C	---	I	7/6/2007	---	Incomplete

Process Set Name\Process Set Name\Process Name (Company Policies)\Sub Process Name (Interpersonal Skills)

	Knowledge Date	Knowledge Status	Capability Date	Capability Status	Task Date	Elapse	Status
Task Name (Conduct a Meeting)	7/6/2007	C	---	I	7/6/2007	---	Incomplete
Task Name (Interact with Co-Workers)	---	I	7/6/2007	C	7/6/2007	---	Incomplete

7/ 6/2007 11:13:41 GMT -06:00   C - Complete   A - About to Elapse   I - Incomplete   E - Elapsed   R - Revised   N/A - Not Applicable   Generated By Ewanuk, Michelle

M/d/yyyy   ☐ Process   ☐ Employee   Page 1 of 1