

Still Capturing Competencies Using a Spreadsheet?

Speedy Online Tools to Capture and Analyze Competencies

Most competency management technology takes months to implement. Add the time to load your competency data, organizational data, to train administrators and end users and your initiative will lose momentum before it has started.

But what if you are just looking to quickly capture your employees' competencies?

We offer a quick and effective online competency assessment and analysis tool. The tool can be loaded with your competency framework and competency profiles or we can supply ones ready for you to use. Users simply log on and they can start their assessment straight away.

The results are delivered in an update-able Microsoft Excel spreadsheet so that you can use your favorite tools such as sort, filter, pivot and chart to produce your own reports. In addition we will provide you with ready-made reports so that you can easily view individual competency profiles, gap reports and prescriptive learning and development plans.

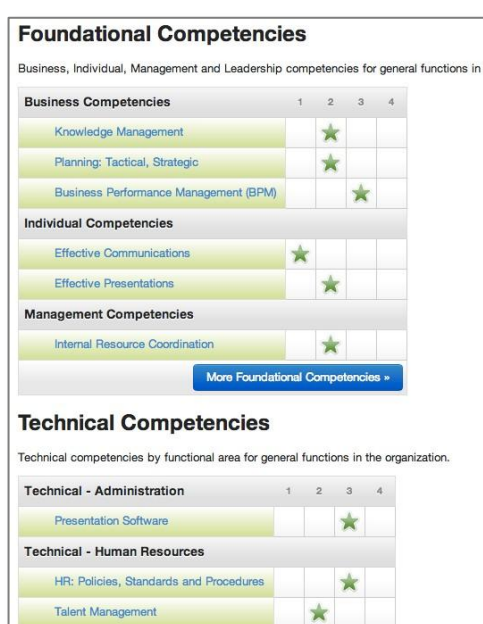
Our Lexonis QuickAssess solution provides:

- Online browser-based competency assessment
- Responsive design so that it can be used on mobile devices
- Self-assessment and manager validation
- Downloadable personal competency profiles and learning needs
- Career-browsing and job-matching tools
- Microsoft Excel data download for flexible report creation
- Ready-made, update-able Microsoft Excel profile, gap reports and charts
- Competency-based learning needs analysis reports
- Full data administration tools

The Business Case

Our solution will help you to capture employee competency assessments, analyze gaps, assign people with the right competencies on projects and create competency-based learning programs in line with business strategy.

Better utilization of employee competencies, more efficient use of training budget and increased retention leads to a fitter, more agile and competitive workforce.



Foundational Competencies
Business, Individual, Management and Leadership competencies for general functions in the organization.

Business Competencies	1	2	3	4
Knowledge Management			★	
Planning: Tactical, Strategic			★	
Business Performance Management (BPM)				★

Individual Competencies

Effective Communications		★		
Effective Presentations			★	

Management Competencies


Internal Resource Coordination				★
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Technical Competencies
Technical competencies by functional area for general functions in the organization.

Technical - Administration	1	2	3	4
Presentation Software				★

Technical - Human Resources

HR: Policies, Standards and Procedures				★
Talent Management			★	



Competency Category Gap Report
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Competency Framework Name (All)

Team Name	Category Name	Competency Name	Average Competency Gap
Learning and Development	Individual Competencies	Active Learning	0.00
		Creativity	0.00
		Effective Communications	0.08
		Communicating Complex Concepts	-0.50
		Effective Presentations	0.20
		Analytical Thinking	-1.00
		Conflict Management	0.00
		Mentoring Others	0.00
		Accuracy and Attention to Detail	1.00
		Consulting	0.50
		Problem Solving	0.00
		Coaching Others	0.00
		Negotiating	0.50
		Initiative	0.00
		Managing Multiple Priorities	-1.00
	Business Competencies	Business Acumen	0.00
		Business Process Design	0.00
		Planning: Tactical, Strategic	0.11
		Process Management	0.67
		Effectiveness Measurement	0.25

Easy-to-use assessment interface, no training required

Easily configurable Microsoft Excel PivotTable reports

Identify individual learning needs based on competency gaps

Gap Analysis: Learning References Summary

Competency: Effective Communications

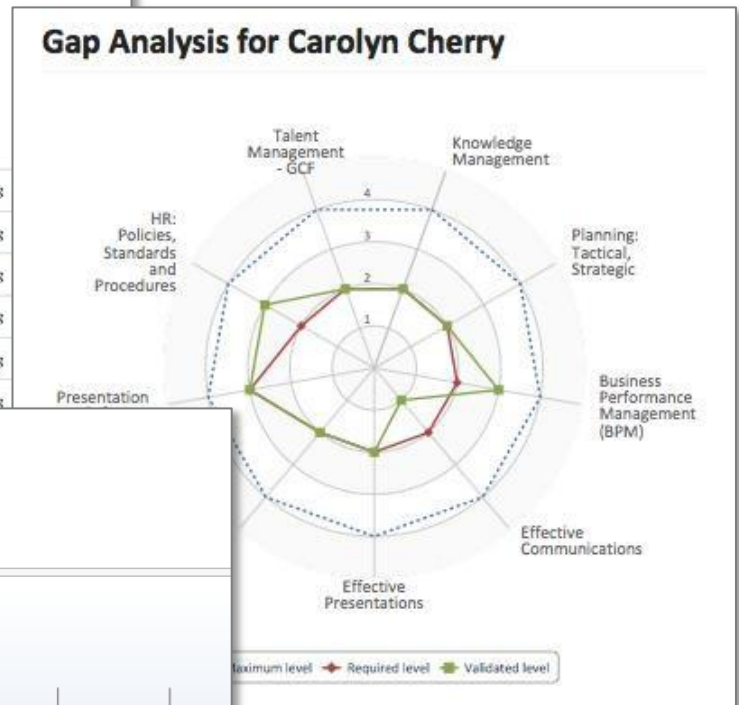
Validated Level: 1
Required Level: 2
Competency Level Gap: 1

Activities On and Off the Job

On and off the job activities that reinforce learning

KNXA

Name	Link	Catalog
Practice Effective Listening Techniques		GCF Learning Catalog
Conduct a Practice Selection Interview		GCF Learning Catalog
Identify and Work on Writing Problem Areas		GCF Learning Catalog
Practice Interpreting Non-Verbal Cues		GCF Learning Catalog
Record Yourself on Audiotape or Videotape		GCF Learning Catalog
Review and Rewrite Previously Written Material		GCF Learning Catalog



Download personal competency profile reports

Resource Finder

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Team Name: Learning and Development
Job Title: (All)
Competency Name: (Multiple Items)

Search

- (All)
- Knowledge Management
- Planning: Tactical, Strategic
- Process Management
- Problem Solving
- Effective Communications
- Managing Multiple Priorities
- Talent Management
- Organizational Change Mgt

Select Multiple Items

OK Cancel

Team Name	Billie	Timothy	Sandra	Sheryl	Louis Keller	Katharine Wooten	Lester Peters
Resource Finder	████████████████████	████████████████████	████████████████████	████████████████████	████████████████████	████████████████████	████████████████████

Filter for employees with the competencies you are looking for

Job and Competency Models

To help get you off to a winning start, we can provide you with some of the most comprehensive job and competency model libraries available, covering numerous industry sectors. Using these off-the-shelf models and tailoring them to your organization's needs will help you to focus on implementing and adopting competencies in your workforce rather than having to define your competencies and jobs from scratch.

Each industry competency model contains job profiles and descriptions; technical and behavioral competencies; proficiency levels with behavioral indicators; development goals and coaching tips.

Contact
CJHNetwork

Phone: +353 (0)18457177
Mobile: +353(0)864674442
Email: chrsgilson@cjhnetwork.ie
www.cjhnetwork.ie
www.lexonis.com

