

For: FSA Employees

MIDAS Web-Based Training

Approved by: Administrator



1 Overview

A Background

In preparation for the FSA-ITSD-MIDAS Project implementation and deployment, the MIDAS Project Team has developed a comprehensive training plan. The training plan consists of the following 3 components:

- foundational learning sessions
- web-based training
- instructor-led training.

The MIDAS Project team:

- has released the first training component, the foundational learning sessions, to the MIDAS Training Community on USDA Connect
- is preparing to release the second component of training, the web-based training.

Note: The web-based training is a series of online courses to be released in succession in AgLearn.

B Purpose

This notice provides FSA employees with requirements for completing web-based training courses.

State and County Office employees have been identified by their State Office as attending the first round of end user training and must complete these web-based training courses in advance of taking end user training. In addition, National Office employees have been identified by their supervisor as needing the first round of MIDAS training and will take the web-based training classes.

<p>Disposal Date</p> <p>July 1, 2013</p>	<p>Distribution</p> <p>All FSA employees; State Offices relay to County Offices</p>
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Notice MIDAS-5

1 Overview (Continued)

C Contact

If there are questions about:

- this notice, contact Nanette (Julie) Pena by e-mail at julie.pena@ok.usda.gov
- AgLearn, contact Mark Nelson by e-mail at mark.nelson@kcc.usda.gov.

2 MIDAS Web-Based Training

A Web-Based Training

The objective of the web-based training is to prepare FSA employees with information needed to understand the modernization efforts of MIDAS. Web-based training is a major component of implementing and executing the successful delivery of the MIDAS-IT solution.

For Deployment 1 Release 1, there are 5 web-based training courses that cover a variety of topics. These web-based training courses will be:

- released in succession through the end of March 2013

Note: FSA employees will be notified of future web-based training courses as they become available.

- disseminated virtually through online AgLearn courses.

The planned web-based training courses will be released as they become available. The following table identifies the courses and their estimated release timeframe and duration.

Course	Estimated Release	Duration
Introduction to MIDAS	Available	30 minutes
Basic Navigation of MIDAS CRM	March 2013	60 minutes
Business Partner View	March 2013	30 minutes
Managing the Universal Worklist	March 2013	30 minutes
Basic Navigation of GIS	March 2013	60 minutes

B Accessing the Web-Based Training

The web-based training courses that are currently available are posted in AgLearn. To access the training, go to <http://www.aglearn.usda.gov>.

Notice MIDAS-5

2 MIDAS Web-Based Training (Continued)

C Requirements

FSA employees who are required to take MIDAS training must complete their web-based training before they can participate in instructor-led training. Employees **must** access the course while on the USDA network to enable the embedded simulations to be viewable.

AgLearn Administrators in each State are responsible for assigning web-based training courses to those who need to be trained in MIDAS.

Important: AgLearn Administrators will verify that all FSA employees who need to be trained on MIDAS have taken and passed web-based trainings before instructor-led training.

D Points of Contact

If the employee experiences issues with the web-based training courses, contact the AgLearn Administrator. For escalated topics, contact the following.

Name	Inquiry Topic	E-Mail Address
Mark Nelson	AgLearn	mark.nelson@kcc.usda.gov
Nanette (Julie) Pena	Web-Based Training	julie.pena@ok.usda.gov