

Learning & Development

at FRESNO STATE



PeopleSoft Training Course Creation

eMail completed form to HRTECH@LISTSERV.CSUFRESNO.EDU

Contact Information

Name/Training Coordinator	
Department Name	
Department Number(s)	
Phone Number	

Course Information

Course Title (100 characters)	
Delivery Method	<input type="checkbox"/> Instructor Led <input type="checkbox"/> Computer Based (through Blackboard)
If Computer based, type of course	<input type="checkbox"/> SCORM <input type="checkbox"/> In House <input type="checkbox"/> Other – specify
If SCORM, identify Vendor and Course Name/Version	
Number of Quiz Questions	
Number of Correct Answers to Pass	
Minimum Number of Students (Instructor led only)	
Maximum Number of Students (Instructor led only)	
Course Duration (in hours)	
Audience	
Course Description (include on separate document if needed)	

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To be Completed by Human Resources

Course Number:

Description:

To be Completed by Digital Campus

Self-Enroll URL:

Course URL: