



DEPARTMENT OF MANAGEMENT SERVICES
DIVISION OF HUMAN RESOURCE MANAGEMENT ADVISORY

STATE PERSONNEL SYSTEM

ADVISORY: HRMA #2019-005

DATE: March 25, 2019

SUBJECT:

Fundamentals of HR Training Rollout

STATUTES/RULES/REGULATIONS/LAWS: N/A

FORMS: N/A

ADDITIONAL REFERENCE MATERIALS: N/A

Dear Colleagues,

The Division of Human Resource Management (HRM) is thrilled to announce the release of the first e-learning module of the *Fundamentals of HR* training series! As some of you may recall, HRM created and delivered a live version of this course a few years ago that covered all the major subject areas of HR, and made the course materials available to HR practitioners in the State Personnel System (SPS). The *Fundamentals of HR* touches many subject areas of HR from Classification and Compensation; Recruitment; Attendance and Leave; etc.

The evolution of this training series from classroom-based training to an e-learning course allows all HR practitioners the opportunity to take these courses, either as a refresher or as an introductory course, with just the point and click of a mouse. The first module of the training, [Florida's State Government Overview](#), is available now and serves as an introductory course to all things state government and the SPS. A few of our HR practitioners had the opportunity to take a sneak peek at the course, provided positive feedback and were very excited about this new avenue of learning.

All modules will be housed under the Learning and Development subsection of the "For State Personnel System HR Practitioners" page on the HRM website: https://www.dms.myflorida.com/workforce_operations/human_resource_management/for_state_personnel_system_hr_practitioners.

Stay tuned to the release of future modules in the months to come. If you have any questions or comments, please contact Briana Mandakunis at (850) 488-3923 or briana.mandakunis@dms.myflorida.com

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FILE PATH: S:\\Workforce\\HRM\\ HRM Policy Communication \\ HRM Advisory\\Final