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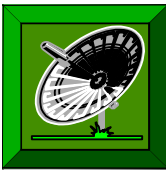**(ICON MAIN PAGE)**
Learning Channel

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What's Here?   The **Learning Channel** will lead you to a wide variety of educational "goodies" that will help you develop and maintain an exciting, entertaining and productive career.

What's In
It For You?   In today's highly competitive arena, if you cease to learn, you cease to grow. If it's been years since you cracked open a "real" book or attended a training session, you need to dust off your stagnating thinking cap. The **Learning Channel** will help you locate educational events, products and policies that will:
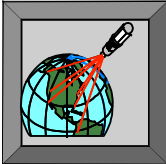
- Save you time and effort.
- Improve your skills to make you more valuable in today's job market.
- Provide certification status and career enhancements for job enrichment.

FAQ:
Frequently Asked Questions about Education & Training

Learning Guide:
Links to Business Unit and Policy Channels

Career Channels:
Additional Uplinks With Competency and Training Information

FAQ:
Frequently Asked Questions about Education & Training

Q: I want to go back to school. Will Unisys help?
A: Unisys encourages you to continue your formal education through the Education Reimbursement Program. To find out how Unisys can help you go back to school, review the Educational Aid policy and procedures.

Q: Will Unisys pay for my professional society membership?
A: (Action Item)

Q: What kinds of schooling does the Education Reimbursement program cover?
A: The Education Reimbursement program covers regionally accredited schools for degree programs and individual courses as well as authorized providers of certification programs. You must get the approval of your immediate manager for both situations. For more information, link to the Educational Aid policy and procedures.

Q: What training does Unisys recommend for my job?
A: For job training information, check out our comprehensive resource located in the Career Management section of Employee Self Service in PeopleSoft. In addition, you might want to check your business unit's training home page, including Global Customer Services, Federal Systems Division, Educational Aid, Worldwide Professional Development, Computer Systems Group and Information Services Group.

Q: Why must managers approve training?
A: You must involve managers for two key reasons. First, involvement in your development is one of

your manager's primary responsibilities. Second, individual organizations fund many educational events, making your immediate manager the best judge of funding availability and appropriateness of the time and money investment.

Q: What training is available?
A: Over 3,000 courses and training programs exist in a wide variety of formats and subjects! To review available programs and course descriptions, link to Employee Self Services, Global Customer Services, Federal Systems Division, Educational Aid, Worldwide Professional Development, Computer Systems Group, Information Services Group.

Q: What topics are taught by computer based training?
A: Choose from over 200 courses available in computer-based training. To review available programs and course descriptions, link to Employee Self Services, Global Customer Services, Federal Systems Division, Educational Aid, Worldwide Professional, Development, Computer Systems Group, Information Services Group.

Q: Whom do I contact for information on certification and license tests?
A: No central database exists for all certification programs. For the best source of information,

contact your professional organizations and societies for certification requirements. For more information on certification in each of the following areas, click on Microsoft, Novell, Cisco m, A+, Bay Networks and Human Resources.

Q: **How do I order CD-ROMs or self-study materials for training?**
A: You can use Employee Self Service or go to the training Website for your specific business unit, including Global Customer Services, Federal Systems Division, Educational Aid, Worldwide Professional Development, Computer Systems Group and Information Services Group. You'll find ordering directions at each site. Plus, you can find many self-study materials in your Local Learning Resource Center, located in Employee Self Service or the Worldwide Professional Development home page.
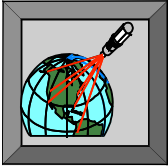

Learning Channel

Learning Guide:
Links to Business Unit and Policy Channels

Get the scoop on educational opportunities within Unisys business units by linking to the helpful sites below.

- **Worldwide Professional Development:** Here, you can download over 200 computer-based training programs to your PC. Also, learn about additional high-quality training programs offered by this organization, which coordinates the learning experience for all employees. This site also includes information on management training learning resource centers.

- **Europe, Africa, and the Middle East:** If you work in one of these specific geographic areas, discover the learning experiences designed specifically for your area.

- **Computer Systems Group:** Calling all Computer Systems Group employees! If you work in CSG, you'll find information here about training and learning experiences directed specifically your business unit.

- **Global Customer Services:** Calling all Global Customer Services employees! If you work in GCS, you'll find information here about training and learning experiences directed specifically your business unit.

- **Information Services Group:** Calling all Information Services Group employees! If you work in ISG, you'll find information here about training and learning experiences directed specifically your business unit.

- **Federal Systems Division:** Calling all Federal Systems Division employees! If you work in FSD, you'll find information here about training and learning experiences directed specifically your business unit.

- **Policies Network:** If you seek information about Human Resources Policy 4.1 (effective 1/1/97), check out Educational Aid. And if you want details on the policy about professional society memberships, link to Professional Societies.

Learning Channel

Career Channels:
Additional Uplinks With Competency And Training Information

Looking for more educational resources and training information? Check out these valuable sites.

Career Fitness Center: Here, you'll find information on maintaining a healthy career. You can assess your strengths and weaknesses, develop your career workout plan and exercise and maintain your career options. Get your career ready for a great workout!

Hot Career Trends: What skills will business units require in the future? Find out at Hot Career Trends. Plus, the site provides brief descriptions for each business unit to paint a clear picture of "who does what."

Employee Self Service: Tap into the incredible Human Resources database (i.e., PeopleSoft) to access training information and enroll in learning experiences. You can also create your own Individual Development Plan here. Help yourself. In fact, go back for seconds!