Machine Workshop  Closing
The University of Texas at Austin
Run Training Reports

- Faculty and Staff that have responsibility over students or employees in machine shops should run reports in TX Class:
  - To help determine which students have successfully completed OH500 training
  - To help determine which employees have successfully completed training on machine guards & safety devices
TXClass - Authorization

1. Send Email To:
   txclass-support@utlists.utexas.edu

2. Authorization Request: THIST

3. EID: stinedg

4. Ensure have received confirmation email prior to running reports
TXClass - Login

Welcome to CareerSmart
Gateway to Professional Development at The University of Texas at Austin

Human Resource Services is offering certificate programs and developing partnerships to offer all UT Austin employees more developmental opportunities. Through CareerSmart, employees and their managers can make better decisions about training to move individual employees — and the university — to a higher level of performance and innovation.

CareerSmart course registration is available in TXClass [UT EID required] and through our training partners:

- Continuing and Innovative Education, Professional Development Center
- LBJ School of Public Affairs, Office of Professional Development and Governor’s Center for Management Development
- McCombs School of Business, Executive Education
- Cockrell School of Engineering, Center for Lifelong Engineering Education

News

Recently Robert Prentice, J.D. a professor and Department Chair of Business, Government and Society in the McCombs School of Business spoke on, “Why Good People Do Bad Things” at the Think! Create! Engage! series. The archived webcast can be viewed at the following link. To receive CareerSmart credit complete the Activity Survey under Additional Resources.

Session Link: "Why Good People Do Bad Things"
TXClass – Individual Query
TXClass – Group Query

TXClass Administrative Functions

TXClass Administrative Functions allow clients with the appropriate security status to alter the content of course and class descriptions, manipulate rosters, and schedule classes, as well as changing and maintaining employee training requirements within the administrator's department. The entries in the following index are links to the page for the appropriate function.

- Admin Help
- Course Profile Maintenance
- Class Profile Maintenance
- Class Roster Attendance
- Download Training Data
- Reports
- Person Maintenance
TXClass – Group Query

TXClass UT Austin

Select a format:
- Summary
- Detail

Select date range for download:
- Start Date (mm dd yyyy): 09 01 2013
- End Date (mm dd yyyy): 02 12 2014

Select download criteria:
- Return all classes in the date range.
- Return classes in the date range with a Course ID of OH 508
- Return classes in the date range with a Course ID of OH 508

Download Information

Download Format Descriptions
Class Summary Download Format
Class Summary Download Format provides summary data for each class in the range specified. Download information includes:
- Class ID
- Course Name
- Instructor
- Enrollment Code
Feedback

• What did you think?
  – Is this workshop something that would be valuable to be done on annual basis (assuming budget is available)?

• Will receive survey on workshop via email

• We will place presentations and filmed highlights on EHS Campus & Occupational Safety Shop Safety webpage
  – For new employees or those that missed the workshop
Closing

• We hope you met some new people and made contacts

• Encourage you to work together, visit each other’s shops, and use the virtual message board

• Please fill out the survey discussing the workshop you will receive by email
Thank You

• Don Gardner for donating his time and expertise

• Scott Allen & Mark Phillips for their anti-restart presentation

• Neil Crump, PMCS, for technical review

• You for participating in the first Machine Safety Workshop