# Aspect® Workforce Management™ **Specialist**

### **Steps to Certification**

- 1. Complete courses listed in an Aspect Workforce Management Specialist Track.
- 2. Pass a Knowledge Validation Exam after the last class in the track.

### **Course List**

### **Forecasting Specialist**

Aspect Workforce Management System Overview
(30 min)

Introduction to Aspect Workforce Management System
Essentials (1 hr)

Navigation Overview (1 hr)

Forecasting Essentials (2 days)

Forecasting Essentials Workshop (TBD)

## **Scheduling Specialist**

Aspect Workforce Management System Overview (30 min)

Introduction to Aspect Workforce Management System Essentials (1 hr)

Navigation Overview (1 hr)

Scheduling Essentials (0.5 days)

Template-Based Scheduling Essentials (0.5 days)

Preference-Based Scheduling Essentials (0.5 days)

Roster-Based Scheduling Essentials (0.5 days)

Scheduling Essentials Workshop (0.5 days)

# **Tracking Specialist**

Aspect Workforce Management System Overview
(30 min)

Introduction to Aspect Workforce Management System
Essentials (1 hr)

Navigation Overview (1 hr)

Tracking Essentials (1 day)

Tracking Essentials Workshop (0.5 days)

