



## One Soldier ★ One Record ★ One Army

### What Guardsmen Need to Know About IPPS-A Training

The U.S. Army is committed to providing all Guardsmen comprehensive IPPS-A New Equipment Training (NET) in order to learn, understand and utilize the 21<sup>st</sup> century Human Resources (HR) technology IPPS-A will bring to the Total Force. Through a combination of Distance Learning online modules, classroom training and over the shoulder support, the Army will ensure that every state and territory of the Army National Guard is prepared to make the transition to IPPS-A.

#### Are you a...

Guardsman	HR Service Provider	Commander or Leader
<p>All Guardsmen will learn how to utilize self-service functionality.</p> <p>Training will include approximately 2 hours of distance learning.</p>	<p>HR Service Providers will learn how to process personnel action requests, set up automated workflows, and access strength accounting and management tools within IPPS-A to increase their efficiency.</p> <p>You will be required to complete a combination of distance learning and classroom training to be qualified to perform your duties in IPPS-A. The length of training will vary depending on responsibilities within the system.</p>	<p>In addition to self-service training, Commanders and Leaders will learn how to approve personnel actions, and review their unit's readiness and strength management reporting in IPPS-A.</p> <p>Training will include approximately 4 hours of distance learning.</p>

#### When will IPPS-A Training start in your state?



- Distance Learning is made available. Notification is distributed via email with a link to the training website.

- Classroom training begins.

- On-site over the shoulder support is provided up to 14 days after IPPS-A goes live.

For more information about when your state will be receiving the benefits of IPPS-A visit our website:

<https://www.ipps-a.army.mil/deployment>