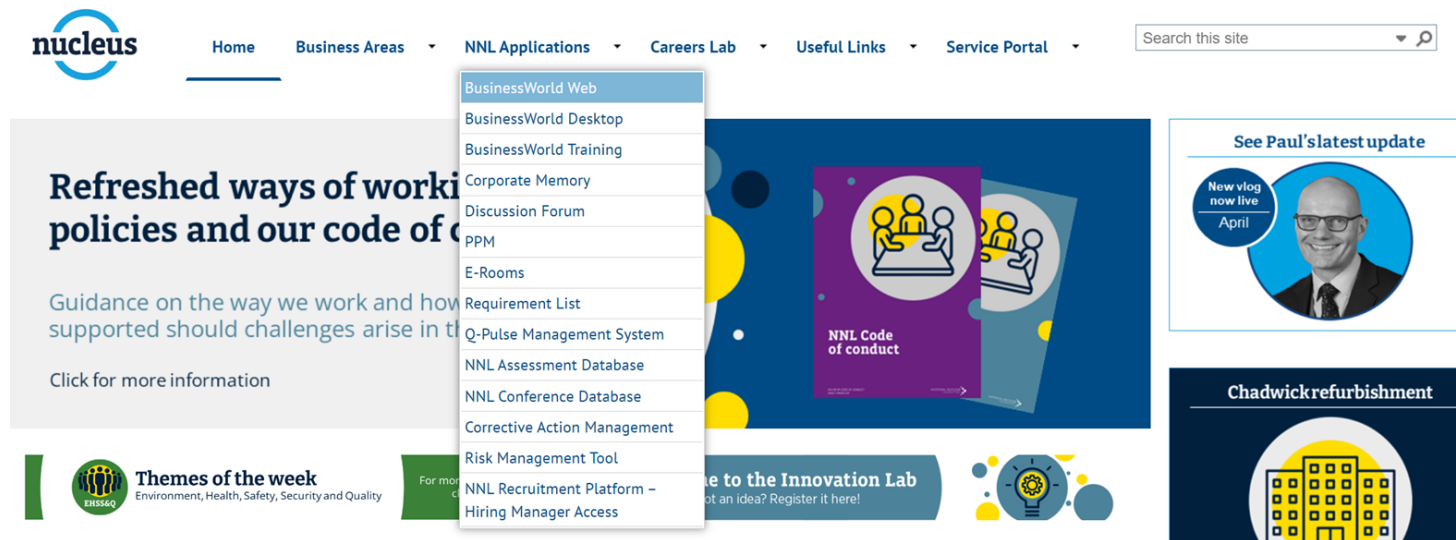


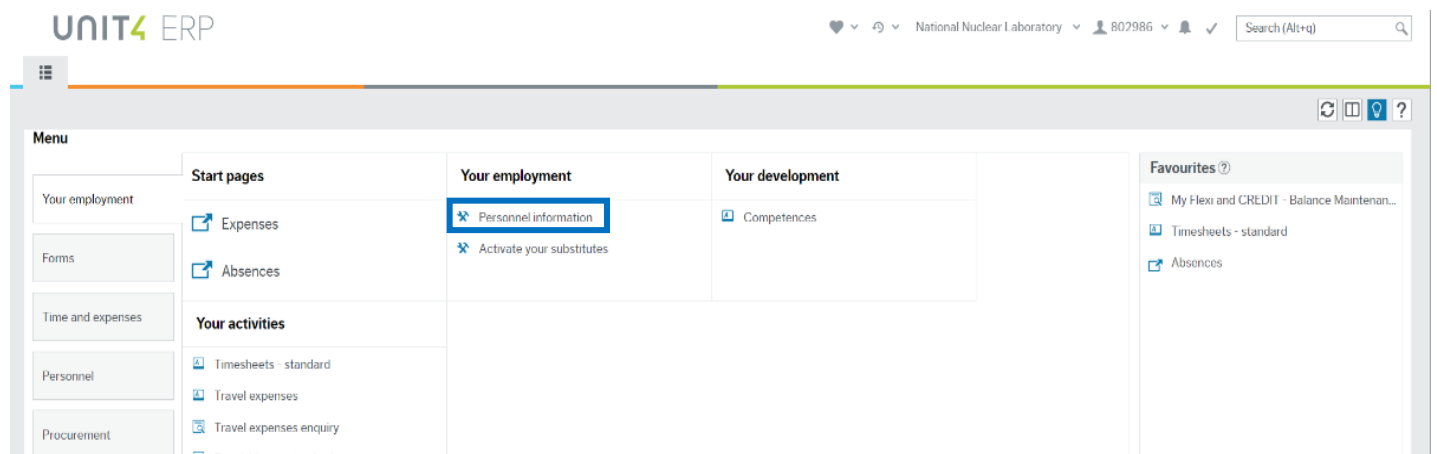
## Training Roles and Training Records on Business World

### How to view your training role(s) in Business World

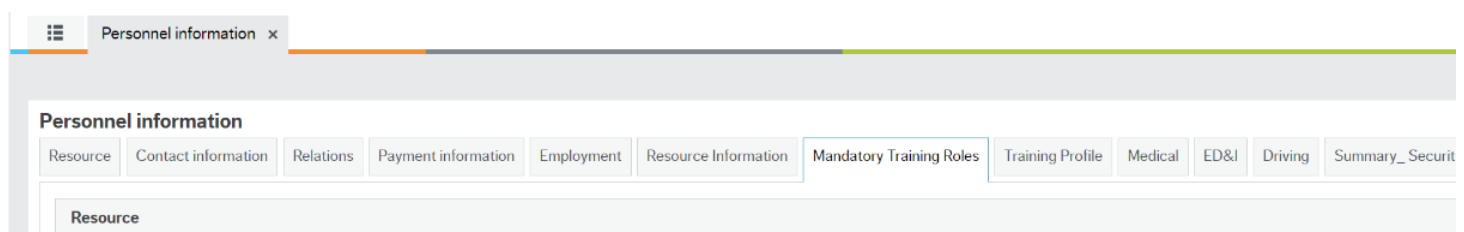
- 1) Visit Nucleus homepage and access BusinessWorld Web under the NNL Applications drop down menu.



- 2) Once in Business World Web, under the “Your Employment” column, click on the option for “Personnel information”.



- 3) Then click on the “Mandatory Training Roles” tab to see your training roles.



- 4) Under training profile, you can see the training connected to each of your training roles. You can easily see what is in date and what needs to be done.

**Personnel information**

Resource | Contact information | Relations | Payment information | Employment | Resource Information | Mandatory Training Roles | **Training Profile** | Medical | ED&I | Driving | Summary\_Security Detail | Requests | Performance Review

**Resource**

Lookup  
802043  
Bates, Rachel, Marie

**Training Profile**

OK

Search | Detail level | All levels | Copy to clipboard

#	Mandatory Training Role (T)	Role Date To	Role Status	Competence Type (T)	Competence Required	Competence Description	Competence Date To	Competence Status	Delivery Method (T)
1	FW1055_Chadwick House ...	31/12/2099	ACTIVE	Compliance Train...	NN0026	Chadwick House Induction	31/12/2099	In Date	E-Learning
2	NW1000>NNL Worker	31/12/2099	ACTIVE	Compliance Train...	NS2248	NS2248_Environment and Energy Management ...	11/03/2024	Expired_Never ...	E-Learning

## How to view your training record in Business World

- 1) To see your complete training record click the option “Competence information” under Your Development.

**UNIT4 ERP** ♥️ 🔍 📄 National Nuclear Laboratory

**Menu**

Your employment

Forms

Time and expenses

Personnel

Procurement

Project management

Reports

**Start pages**

Expenses

Absences

**Your activities**

Timesheets - standard

Travel expenses

Travel expenses enquiry

Requisitions - standard

**Your employment**

Personnel information

Activate your substitutes

**Your development**

Competences

**Competence information**

- 2) You will find your complete training record split out into subheadings as shown below.

⌵ **Mandatory Training (Competence)**

⌵ **General Training**

⌵ **Professional Institute**

⌵ **Qualification Type**

☒ **Comment**