



# Improving Compliance in PowerFTO

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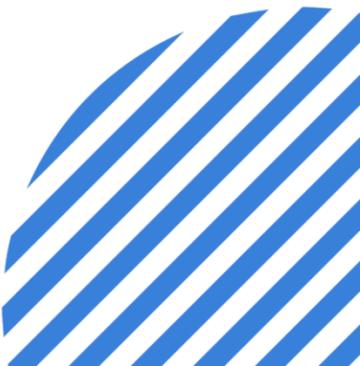
# A Few Things to Note:

- This session is being recorded.
- The recording will be automatically Emailed to all registrants of this session, as soon as it becomes available.
- You can and should download a copy of this presentation from the Handouts section of the GoToWebinar sidebar.
- You can type in your questions any time within the questions field of GoToWebinar.



# After this session, you will be able to:

- Identify PowerFTO features that can improve compliance.
- Configure existing site list items in PowerFTO.
- Activate the PowerDMS File Picker in PowerFTO.
- Locate Reports in PowerFTO.
- Export Performance Categories, Skills, and/or Phases from your PowerFTO program to PDF.
- Download Reports in PowerFTO.



# Configure Site Lists



## Activity Types

Organize types of Activities by assigning a type Category.

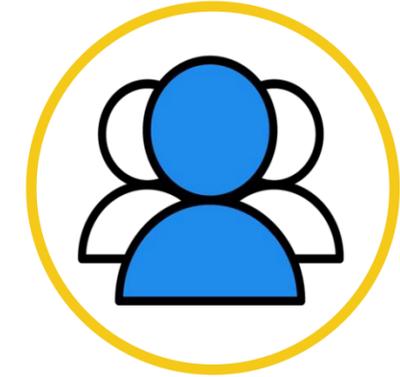
IE. Adding a state mandated Activity to ensure compliance



## Quizzes

Add Quizzes to verify competency in training.

Use reporting to assess results of members or teams.



## Skills

Configure skills to ensure items that are needed for compliance are available.

Use the file picker to link policies to PowerDMS (if applicable)

# Pro Tip for Compliance: Have skills show by default when documenting call activities

- ✓ This is useful if you want it easier for grading specific skills on every activity.
- ✓ Edit the skill and select Grade on every call activity to update the skill list.

## Why?

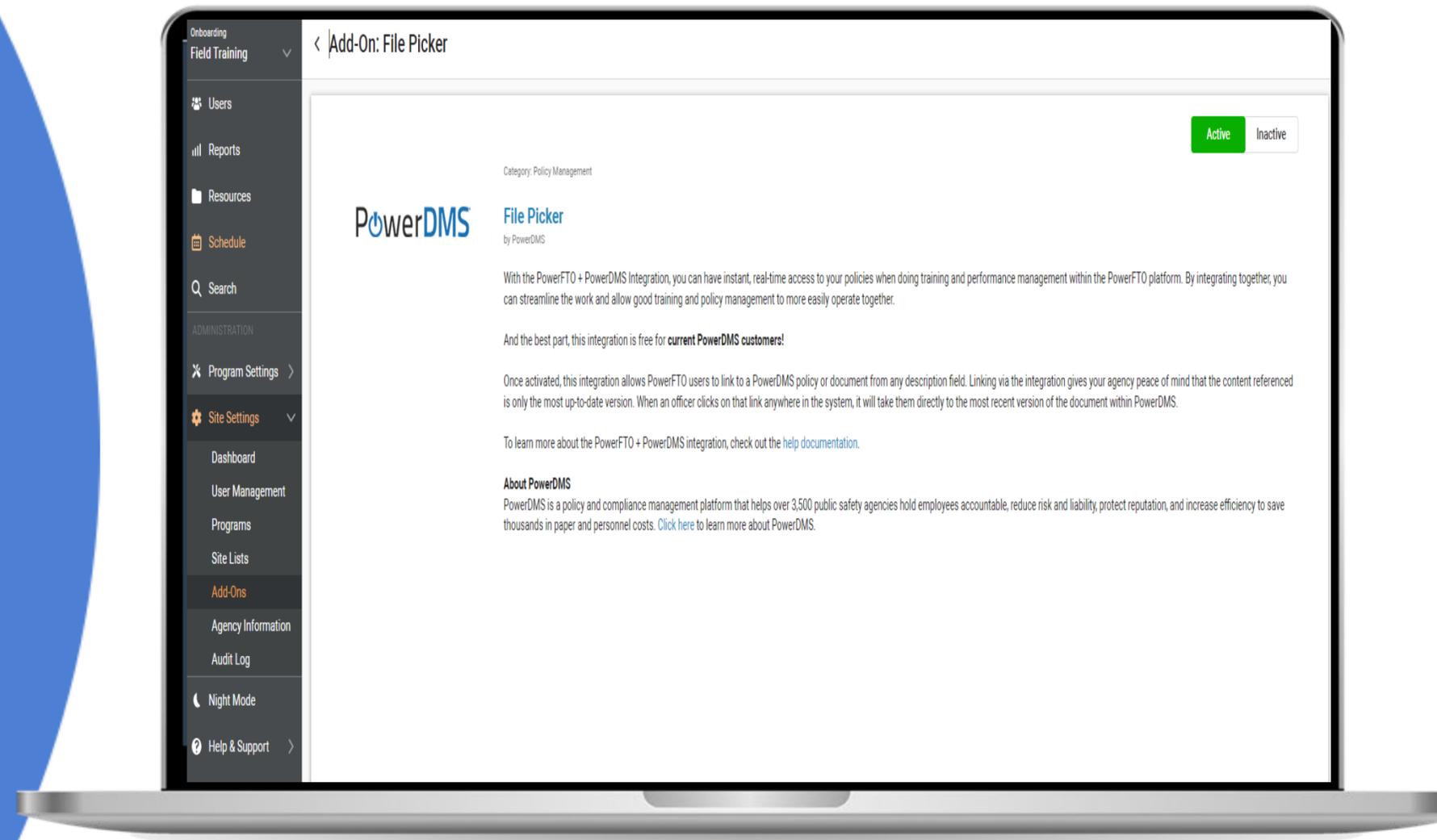
- ✓ Allows users to know this is graded every time.
- ✓ Saves everyone clicks.. It will appear on every call activity.
- ✓ Minimal room for error in forgetting to document an important skill.



# PowerDMS

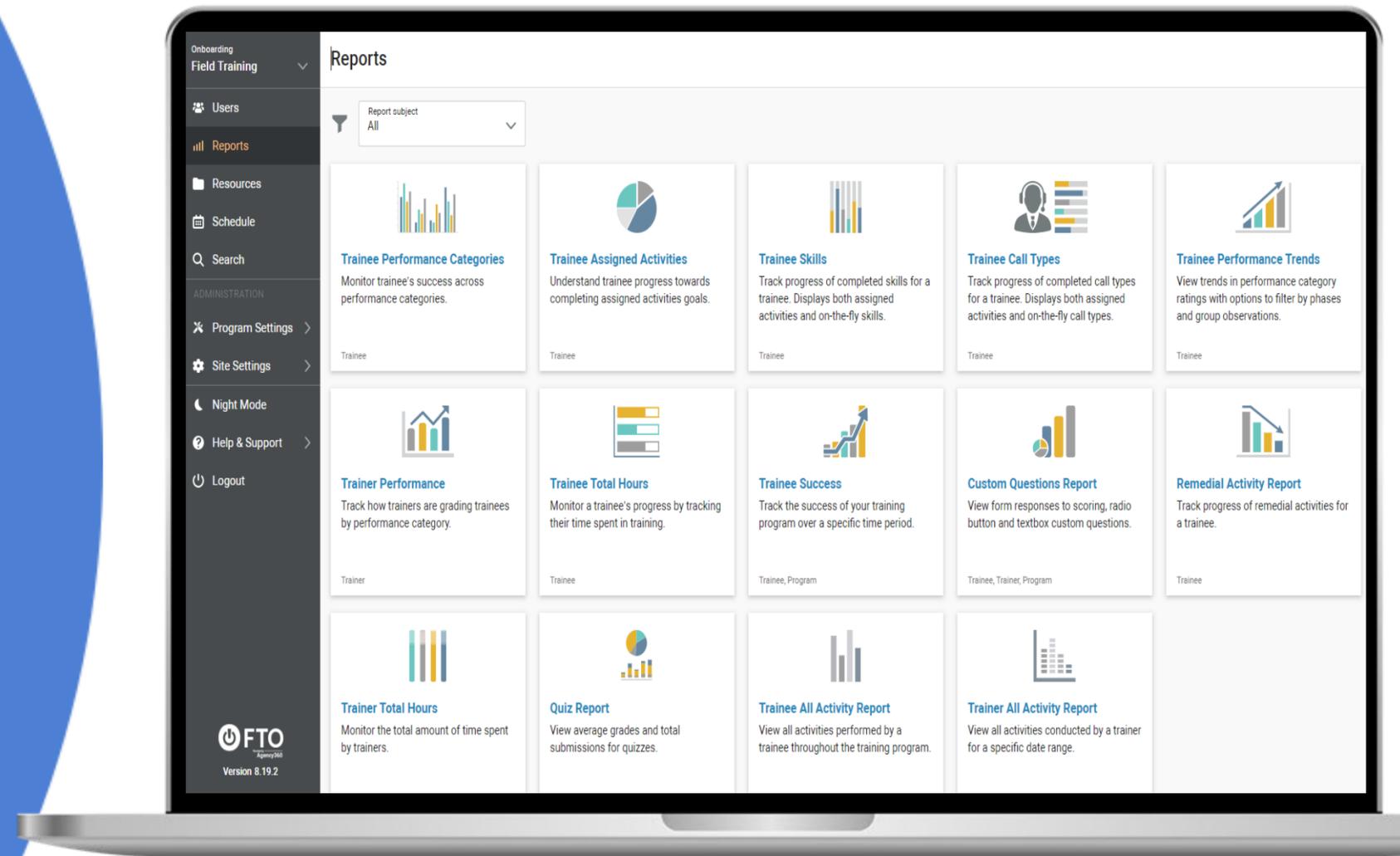
## Enabling PowerDMS File Picker

- From the PowerFTO homepage click Site Settings>Add-Ons>File Picker>Active
- This feature can only be enabled by PowerFTO site admins that also have Power Policy purchased. Once linked, coordinators can link policies to skills in their respective programs.



## Locating Reports

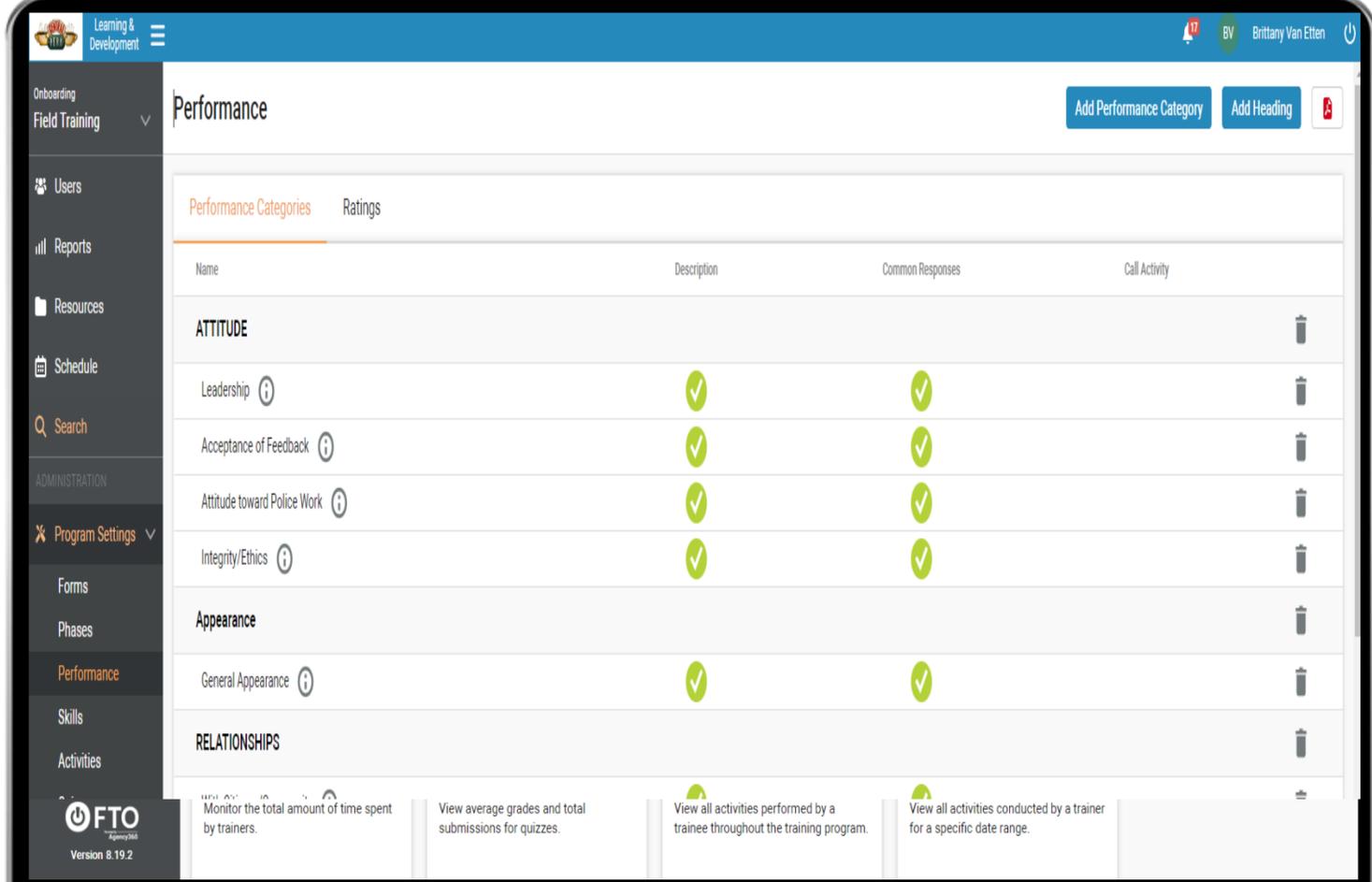
- From PowerFTO homepage, click Reports to review list of reports available.
- Reports available can vary according to program you are currently managing. IE Probationary programs do not include quiz reports since they are not used in the program.



# PowerDMS

## Exporting Performance Categories

- From PowerFTO homepage, click Program Settings>performance
- Click the top right PDF icon

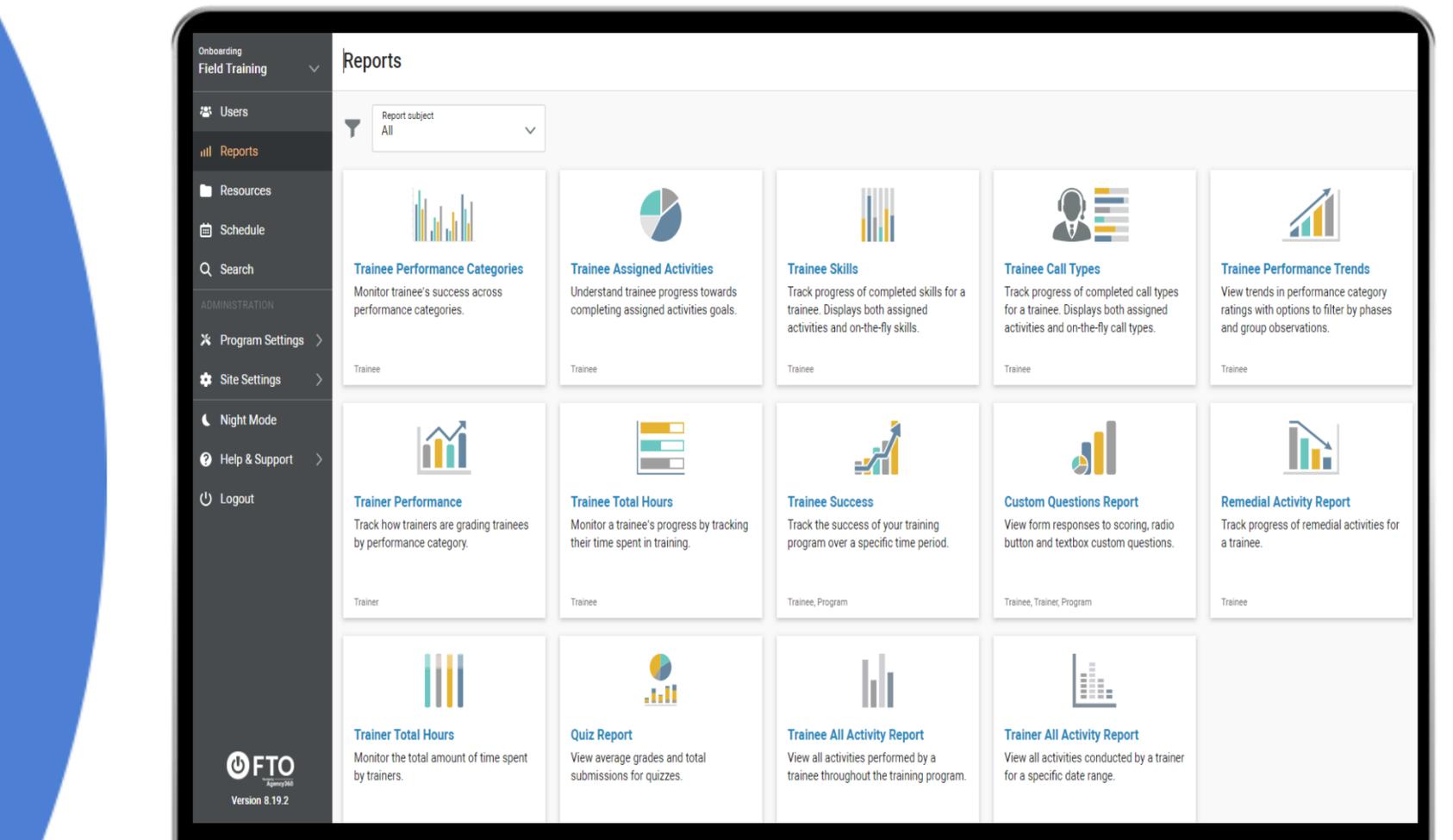


The screenshot displays the 'Performance' page in the PowerDMS interface. The page title is 'Performance' and it includes buttons for 'Add Performance Category' and 'Add Heading'. The main content is a table with columns for 'Name', 'Description', 'Common Responses', and 'Call Activity'. The table is organized into sections: 'ATTITUDE', 'Appearance', and 'RELATIONSHIPS'. Each row in the table has a green checkmark in the 'Common Responses' column and a trash icon in the 'Call Activity' column. The 'ATTITUDE' section includes 'Leadership', 'Acceptance of Feedback', 'Attitude toward Police Work', and 'Integrity/Ethics'. The 'Appearance' section includes 'General Appearance'. The 'RELATIONSHIPS' section is currently empty. At the bottom of the page, there are four informational cards: 'Monitor the total amount of time spent by trainers.', 'View average grades and total submissions for quizzes.', 'View all activities performed by a trainee throughout the training program.', and 'View all activities conducted by a trainer for a specific date range.'

Name	Description	Common Responses	Call Activity
<strong>ATTITUDE</strong>			
Leadership ⓘ	✓	✓	🗑️
Acceptance of Feedback ⓘ	✓	✓	🗑️
Attitude toward Police Work ⓘ	✓	✓	🗑️
Integrity/Ethics ⓘ	✓	✓	🗑️
<strong>Appearance</strong>			
General Appearance ⓘ	✓	✓	🗑️
<strong>RELATIONSHIPS</strong>			

## Downloading Reports

- From PowerFTO homepage, click Reports to review list of reports available.
- Click on report of interest and click top right Export To and select PDF.



# You should now be able to:

- Identify PowerFTO features that can improve compliance.
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# Questions?

