## SafeTrack

# AcademyTrack

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## **PRODUCT |** OVERVIEW

# AcademyTrack

# The Problem

There is no intuitive, reliable, easyto-use software to effectively manage fire academies. Instructors and administrators are forced to conduct the time-consuming practice of manually recording and tracking reams of data by hand, without a reliable method of documentation.



SafeTrack



#### Increase Accuracy

Designed to ensure every step of the training process is documented and acknowledged for each recruit, leaving no questions about peformance.



#### Improve Efficiency

Simple tools to complete complex tasks ensure trainers can focus on the students instead of the paperwork.

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#### Ensure Compliance

Audit trails and digital signatures for each system ensure fair, accurate, and unambiguious evaluations.

# Our Solution

AcademyTrack is a comprehensive, cloudbased application designed to track performance and manage fire academies. We strive to maximize your academy's efficiency and provide unmatched convience so you can focus on getting the most out of your training program.

## AcademyTrack

# Full-Spectrum peace of mind

#### The Convenience

Customized software to conveniently run an academy with minimal effort and virtually no paperwork required.

All tracked performance metrics are documented and can be viewed at any time, including historical data.

Instructors and recruits electronically sign off on all tracked performance metrics that are relevant to them, so there are no discrepancies.

Comprehensive summaries are available to view a recruit's progress in the academy at any time.

#### The Support

SafeTrack representatives can be reached by phone or email to deliver timely responses for any questions or issues that arise.

SafeTrack representatives will work with instructors and prepare the app for use prior to any academy, as well as educate the instructors on how to use the application.

We listen to our customers. SafeTrack has the ability to implement new features and changes based on our user's feedback.

#### Access Anywhere

We know academy instructors are hands-on field personnel. AcademyTrack makes sure those users outside of the office can utilize the full power of the application through mobile devices and tablets.

# Academy**Track**

# AcademyTrack Features

#### **Merit System**

Merits (positive points) and Demerits (negative points) can be created and assigned to recruits at the discretion of instructors. Merits indicate that a recruit has performed exceptionally whereas a demerit indicates underperformance. Point totals will be tracked and displayed over time to monitor recruit performance and take any necessary discipline actions.

#### **General Evaluations**

General evaluations can be created, filled out and distributed by instructors to document a given recruit performance metric. These evaluations are essentially forms that can encompass any topics deemed necessary by instructors to evaluate any aspect of recruit performance. Examples might include weekly evaluations, physical appearance evaluations, etc.

#### **Test System**

Graded tests taken by recruits can be uploaded and tracked in AcademyTrack which offers another metric by which instructors and chiefs can monitor their recruit's progress as well as the effectiveness of the academic sessions.

#### **Onboarding** Forms

AcademyTrack eliminates the need for paper onboarding forms and policy manuals. Digital formats of your agency's onboarding documents can be uploaded to AcademyTrack and distributed to each recruit. Digital signatures and timestamps are created by AcademyTrack to ensure each recruit has received and acknowledged these critical forms.

#### **Job Performance**

Job Performance Evaluations (JPES) are used to measure a recruit's ability to complete critical job functions. Academy Track provides the ability to run and complete evaluations in real-time over mobile or desktop devices. The JPE system has built in tools to automate completion criteria and assist instructors with accurately monitoring each attempt.

#### **Cadet Summaries**

AcademyTrack generates executive summaries that are available to view at any time by administrative staff. The summary encompasses the recruit's academy and performance records from start to finish. These summaries can be viewed on the website or be generated and distributed via PDF.

#### **Point Scoreboard**

Tracks and displays recruit point totals to monitor recruit underperformance in a digestible format that allows instructors to quickly assess the class' overall progress.

#### Performance Improvement Plans

AcademyTrack allows instructors to issue interactive performance improvement plans (PIPs) used to remediate recruits for unacceptable performance. Using signatures and timestamps, the PIP system gives a clear, accurate, and chronological overview of efforts taken to correct recruit deficiencies.