

## Transcript Definitions

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**Introduction** The CNM Talent Management system will keep a system of record of all training completed. This information is located in the Transcript screen. Below is a listing of transcript statuses and their description.

Status	Learning Object Type	Description
Approved	All	Training was approved by the approver. This status is accompanied by the Register option.
Cancelled	Instructor Led Training (ILT) Session	User was registered for an ILT session that was cancelled. This status is accompanied by the Select Session option.
Completed	Curriculum, ILT Session, and Online Course	Course is complete and all required evaluations and acknowledgments were complete.
Denied	All	Training was denied by the approver. This status is accompanied by the Request Again option.
Expired	All	Expired appears when the training object assigned due date has expired.
Failed	Test	The test was failed.
Incomplete	All	This may mean either that the course was marked complete and the user did not pass or attend all the required parts, or a test was failed but more attempts are allowed.
In Progress	Curriculum, ILT Session, Library, Online Course, Posting, Quick Course, Video	Training is in progress. If the training is a curriculum or library this appears once any of the included training was registered. ILT Session will have this status after the roster has been submitted if the user has not completed the required pre/post work.
None	Event or ILT Session	None appears when the training is completed or the user withdrew from the training. This also appears for denied Events or Sessions that are a No Show.
No Show	ILT Session	User did not attend any of the parts for an ILT Session and the roster was submitted.
Not Activated	Curriculum	This status appears for LOs that have not yet been activated in a curriculum. An Activate link appears in the Options column, which allows you to activate the LO.
Past Due	All	The due date has passed and the training is not completed.

Status	Learning Object Type	Description
Pending Approval	All	Training requires initial approval and is waiting for approval.
Pending Completion Approval	All	Training requires completion approval and is waiting for completion approval.
Pending Evaluation	Curriculum, ILT Session, Online Course, Quick Course, Video	Course is complete and the evaluation is required and not yet completed.
Pending Post Work	Event, ILT Session, Material, Online Class, Quick Course, Test, Video	Course is complete, but there is post-work that must be completed. <b>Note:</b> <i>Post-work is follow-up training that is done after the completion of the previous training. Post-work can be an online course, material, test, etc. If the status of the training on the user's transcript is Pending Post Work, then the user is required to complete the post-work in order for the training to be in a Completed status. Users may also need to register for the post-work. Users can view post-work on the Training Details page of the training.</i>
Pending Prerequisite	ILT Session	User is registered for the prerequisites for that session, but has not completed the prerequisites yet. This will only appear if the prerequisites do not have to be completed before session registration.
Registered	All (Except Events)	This status is accompanied by the Withdraw option if it is before an ILT session start date.
Registration Closed	ILT Session	This appears if the user is Approved or Registration Pending for an ILT Session and the registration deadline has passed.
Registration Pending	ILT Session	User has been granted an opening from the waitlist for an ILT session and has not yet registered for the session.
Waitlisted	ILT Session	If training is an ILT event or session, user is on a waitlist for a session and cannot register because the session is full. When a user has this status, they will have the option to withdraw.
Waitlist Expired	ILT Session	This appears if a user was on a session waitlist when it expired. This expiration date is either explicitly stated in the session details, or it automatically occurs at the session start date.
Withdrawn	External Training, ILT Session	User withdrew or was withdrawn from an ILT Session.