

# General scenario for the implementation of the IDP module

A) In “Settings - IDP”, the parameters for creating an IDP are set - who can create it.

B) An IDP is created for a specific employee:

- The name is entered;
- The following are selected: the employee for whom the IDP is being created, the immediate manager and the mentor (if necessary);
- Files are added (if necessary);
- Text comments are added (if necessary);
- Competencies that need to be developed are selected;
- Development activities are added to each indicator.

At the same time

- Competencies are selected from the approved ones;
- Each competency has its own set of manifestation indicators;
- Development events (DE) are formed for each indicator;
- As a development event, you can select an available one from the list or add a course from the catalog.

C) After the IDP is created, it is sent for approval. After approval, it is published and appears in the employee's personal account.

D) Next, the employee begins implementing the IDP and records the statuses of development activities. The mentor and manager see these changes in their personal account.

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