FedTalent Inspector Training (July 2022)

Inspector training is managed in FedTalent. All inspectors must obtain a FedTalent account to take and/or document mandatory inspector training.

* EPA inspectors with an EPA PIV Card, access FedTalent at: <https://epafedtalent.ibc.doi.gov/>
* Non-EPA inspectors access FedTalent at: <https://epafedtalent.ibc.doi.gov/login/index.php?saml=off>
* Non-EPA inspector must first request access to FedTalent.

**FedTalent Support**
Send an email to inspector-training@epa.gov with your FedTalent questions or to schedule a help session.

* [1FedTalent "How To" Fact Sheets](https://inspector.epa.gov/inspector/index.php/FedTalent_Inspector_Training#FedTalent_.22How_To.22_Fact_Sheets)
	+ [1.1Using the Federal Credentialing SharePoint Site](https://inspector.epa.gov/inspector/index.php/FedTalent_Inspector_Training#Using_the_Federal_Credentialing_SharePoint_Site)
* [2Requesting Access to FedTalent (for Non-Federal EPA Inspectors)](https://inspector.epa.gov/inspector/index.php/FedTalent_Inspector_Training#Requesting_Access_to_FedTalent_.28for_Non-Federal_EPA_Inspectors.29)
* [3Types of FedTalent Courses](https://inspector.epa.gov/inspector/index.php/FedTalent_Inspector_Training#Types_of_FedTalent_Courses)
* [4Searching for a Course in FedTalent](https://inspector.epa.gov/inspector/index.php/FedTalent_Inspector_Training#Searching_for_a_Course_in_FedTalent)
* [5FedTalent Webinar PowerPoint Presentations](https://inspector.epa.gov/inspector/index.php/FedTalent_Inspector_Training#FedTalent_Webinar_PowerPoint_Presentations)
* [6Recorded FedTalent Training Webinars](https://inspector.epa.gov/inspector/index.php/FedTalent_Inspector_Training#Recorded_FedTalent_Training_Webinars)

FedTalent "How To" Fact Sheets

* [For Credentialed Federal EPA Inspectors: How to Organize your Inspector Training Documentation in FedTalent](https://inspector.epa.gov/inspector/images/6/65/For_Credentiaeld_Inspectors_-_Organizing_FedTalent_Historic_Documentation.pdf) (PDF)(6pp, 634KB)
* [For Inspectors:Documenting Inspector Training Taken Prior to 2020 in FedTalent](https://inspector.epa.gov/inspector/images/d/db/For_Inspectors_-_Documenting_Historic_Training_in_FedTalent_WIKI.pptx) (ppt) (February-April 2021 Webinar presentation)
* [For All Inspectors: How to Find and Take FedTalent Inspector Training](https://inspector.epa.gov/inspector/images/e/e5/How_to_Find_Inpector_Training_V3.pdf) (PDF) (7pp, 739KB)
* [For FedTalent Supervisors and Auditors with “Trainer\_Non Editing” Permission: How to Submit Documentation to FedTalent Inspector Courses](https://inspector.epa.gov/inspector/images/3/37/Supervisors_and_Auditors_-_Trainer_NonEditing_Permissions_User_Guide_March_22_Update.pdf)(PDF) (3pp, 582KB)
* [For Supervisors: How to View Your Staff’s Record of Learning](https://inspector.epa.gov/inspector/images/c/ca/Supervisors_-_Viewing_Record_of_Learning.pdf) (PDF) (5pp, 901KB)
* [For Supervisors: How to Assign FedTalent Inspector Training](https://inspector.epa.gov/inspector/images/7/7d/Supervisors_-_Assigning_Inspector_Training.pdf) (PDF) (8pp, 1.2 MB)
* [For Supervisors and Auditors: How to View FedTalent Inspector Course Submissions & On-the-Job-Training Feedback](https://inspector.epa.gov/inspector/images/2/2c/Supervisors_-Viewing_Submissions_OJT_Feedback_6-12-20.pdf) (PDF) (6pp, 903KB)
* [For Supervisors and Auditors: How to Use FedTalent Reports](https://inspector.epa.gov/inspector/images/8/83/Supervisors_-_Using_FedTalent_Reports_6-12-20.pdf) (PDF) (10pp, 1.4 MB)
* [FOR RCCs and 3500.1 Experts: How to Create an Outlook Group List Using Your FedTalent Team Tab](https://inspector.epa.gov/inspector/images/7/73/How_To_Create_OutLook_Group_using_Team_Tab.pdf) (PDF) (5pp, 538KB)
* [For SHEMP Managers and RCCs: How to Assign Health and Safety Training in FedTalent](https://inspector.epa.gov/inspector/images/9/97/FedTalent_Guide_-_How_to_Assign_Health_and_Safety_Training_in_FedTalent_v4.pdf) (PDF) (6pp, 593K)

**Using the Federal Credentialing SharePoint Site**

* [For Supervisors, 3500.1 Experts, and Division Directors: How to Review FedTalent Documentation for Credential Requests of Inspectors that Began their Training **Before** January 1, 2020](https://inspector.epa.gov/inspector/images/f/f3/How_to_Review_FedTalent_Documentation_for_Credential_Requests_of_Inspectors_that_Began_their_Training_Before_January_1_2020.pdf) (PDF)(8pp, 519K)
* [For Supervisors, 3500.1 Experts, and Division Directors: How to Review FedTalent Documentation for Credential Requests of Inspectors that Began their Training **After** January 1, 2020](https://inspector.epa.gov/inspector/images/9/9c/How_to_Review_FedTalent_Documentation_for_Credential_Requests_of_Inspectors_that_Began_their_Training_After_January_1_2020_%28002%29.pdf) (PDF) (5pp, 389K)
* [For Inspectors: How to Create and Track a Credential Request in the Federal Credentialing SharePoint Site](https://inspector.epa.gov/inspector/images/5/5d/For_Inspectors_-_How_to_Create_ad_Track_Credential_Request_V2.pdf) (PDF) (4pp,499K)

Requesting Access to FedTalent (for Non-Federal EPA Inspectors)

Non-Federal EPA Inspectors Must:

1. Access FedTalent at: <https://epafedtalent.ibc.doi.gov/login/index.php?saml=off>

* Click on the Create New Account button (at bottom of screen)

2. Complete the New Account form

* Use this [New Account Form example](https://inspector.epa.gov/inspector/images/d/d1/FedTalent_New_Account_Request_Form_Example_%281-2-2020%29.pdf) (PDF) to complete your access request form
* Complete all fields highlighted on the PDF example
* You will need to click on the header labeled "More Fields" at the bottom of the account request form to see all of the data entry fields required.
* Select “**INSPECTOR**” from the form’s Audience pick-list
* Visit the Inspector Wiki's [Credential and Training Contacts](https://inspector.epa.gov/inspector/index.php/Credential_and_Training_Contacts) page to identify your relevant EPA point of contact

3. Email inspector@epa.gov with any questions.

Types of FedTalent Courses

* [How to Find and Take FedTalent Inspector Training](https://inspector.epa.gov/inspector/images/e/e5/How_to_Find_Inpector_Training_V3.pdf) (PDF) (7pp, 739KB)
* FedTalent inspector training courses that have a green chalkboard icon are the eLearning courses that are being offered by the EPA (with the exception of the BIT and the H&S training that are still hosted within Adobe Connect until they can be redesigned for FedTalent). If you are wishing to complete a new course, you want to look for this icon.
* FedTalent inspector training courses that have a blue binoculars icon are usually self-study courses (where opening a link to a webpage or PDF document to read the information contained therein is enough to satisfy the completion requirement).
* FedTalent inspector training courses that have a certificate icon are courses where you are expected to upload external documentation/certificates of completion for training that you completed outside of FedTalent (e.g., Adobe Connect, NETI Online, University websites, etc.). Many of these FedTalent courses include hyperlinks to the Adobe Connect training courses that were live at the time the course was created for EPA users; now that FedTalent is live, the majority of the inspector training previously hosted within Adobe Connect are now hosted within FedTalent.
* FedTalent inspector training courses that have an orange box icon are likely either under development or inactive (and are no longer meant to satisfy current training requirements) OR an active course that is not included in the FedTalent Inspector Training category (e.g., safety and health training).