


## FILNET CASE STUDY

## Prince William County Public Schools

Online Human Resource Program to Accommodate Over 750 New Teachers and 4,500 Educators

CLIENT	 Prince William County Schools  Prince William County Public Schools
PROJECT	Online Human Resource Program to Accommodate Over 750 New Teachers and 4,500 Educators
WEBSITE	http://orientation.pwcs.edu/oos_login.php
TECHNOLOGY	PHP, MySQL, Java
DURATION	02.2005 - 03.2005

  
**Prince William County Public Schools**  
A Recipient of the Medallion of Excellence,  
a U.S. Senate Productivity and Quality Award

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**Orientation Video**



1. You are required to **view the video** to the left regarding Bloodborne Pathogens. Please click the play button to view the video.
2. Once you have watched the video in its **entirety**, please complete the disclaimer below by reading it and checking the box. Until this is done you will not be able to move onto the next page.
3. Complete the Self Quiz on the next page and when done select the **Continue the Employment Process** button to continue the orientation process.

By selecting the checkbox to the right **I am stating that I have watched the video and I understand the contents of the video** and if I have any questions regarding it's content I have the option to call Risk Management and Security @ 703.791.8330 and inquire.

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Complete Self Quiz >

## Overview

Prince William County Public Schools (PWPCS) is the recipient of the Medallion of Excellence, a U.S. Senate Productivity and Quality Award (SPQA). As the third largest public school district in Virginia, PWPCS employs nearly 4,500 teachers. Productivity and quality are important elements in the way the county does business. Therefore, the school system wanted to adopt an online tool to assist PWPCS Human Resources with teacher orientation, and to free up time for county personnel to do more strategic and mission critical work.

## Challenge

Like so many other school systems, government agencies and businesses throughout the country, PWPCS used a traditional human resource orientation process. The entire process took nearly four hours to complete. In an effort to meet a number of challenges associated with the traditional orientation process, PWPCS brought in its longtime partner Filnet to build a user-friendly website that would allow users—regardless of their computer skill-set—to complete much of the orientation process over the Internet at their own pace.

## Solution

As the vendor that has delivered distance learning and other technology solutions to PWPCS since 1996, Filnet was prepared to take on the county's human resource challenge. Filnet would build an entirely new website for PWPCS Human Resources.

In addition to the site's look and feel, Filnet developed and fulfilled software requirements to make the site functional. The new online human resource center would have to allow for instructional video and a variety of form downloads. To accomplish this, Filnet used the technology that some call the "Dynamic Duo"—PHP and MySQL.

Most of the programming for the online HR center was performed using PHP. Since many of PWPCS' websites use PHP, the technology made the most sense in terms of meeting requirements, staying within budget and facilitating rapid implementation. Typically, a project of this type could be completed in less than 30 days using PHP. Like PHP, MySQL is open source software that fits perfectly into the technology network of PWPCS. Additionally, MySQL is a cost-effective choice of databases for web applications.

Since the new website required quick downloads of tax, benefits and other important HR forms as Adobe PDF files, Java was used to handle that operation. Mandatory viewing of instructional videos is accomplished through quick downloads using Windows Media files.

The new site allows teachers to register at their own pace, and with ease. Database functions provide pre-populated information on many new employees who use the online tool. In fact, the site does not allow users to proceed to the next step in the orientation process until all requirements are complete. This function resolves the ongoing problem of incomplete forms and insufficient data. Furthermore, Virginia statutes require that regularly employed educators hold valid teaching licenses. The new HR website guides teachers through an interactive questionnaire to help them complete the licensure process if needed. As new teachers answer questions related to specific licensure issues, the website intuitively gives

special licensure instructions and the related forms that must be completed, signed and mailed out for processing.

## Results

The new Human Resources website for Prince William County Public Schools (PWCPS) is a time-saving online tool that allows newly hired local teachers to review the orientation process anytime, anywhere and at their own pace prior to their face-to-face orientation. Located at [http://orientation.pwcs.edu/oos\\_login.php](http://orientation.pwcs.edu/oos_login.php), the website is comprised of a four-part orientation process, which includes two mandated streaming videos. Prior to the online process, new employee orientations consisted of approximately 50 new teachers and it took nearly four hours to complete. Today, the face-to-face orientation can accommodate 100 new teachers and is completed in just under an hour. Further, educators can stay in compliance with Virginia state licensure requirements. PWCPS human resource online center developed by Filnet provides a needed convenience to those dedicated people who positively influence our children.