JCL Learning Pathway

Quickly and effortlessly produce Webinars and in-house classes on advanced Mainframe topics specific to your system using these simply populated, Interskill Learning's courseware-mapped presentation templates for each major Mainframe curriculum.

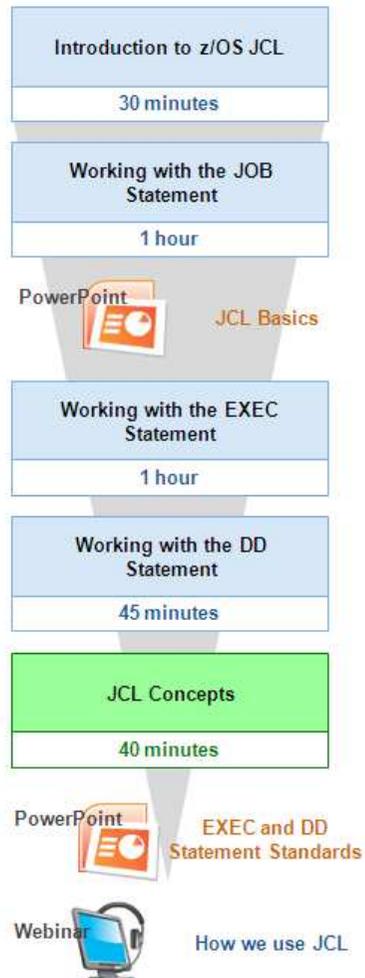

= Effective Organizational Learning

Interskill Learning's Mainframe Presenter Series is designed to extend the learning capabilities of its e-learning curricula, by incorporating your organization's standards, best practice, and product configuration into your student's overall learning requirements. In the case of JCL, it takes these learning interventions and wraps your standards, procedures and processes around it, creating a more valuable organizational-specific, learning plan for your Data Center staff.

Interskill Learning's walk-through PowerPoint templates can be used by your IT specialists to capture your organization's knowledge and transform it into technical presentations and Webinars to provide timely, and relevant information throughout your student's training. Interskill Learning's Mainframe Presenter Series provides you with these benefits:

- It is an extensive, ongoing resource of training relevant to your organization's systems.
- Students receive feedback, interactivity, and direct, personal links to mentoring opportunities.
- Minimal development time or effort is needed, to provide a valuable training resource.
- Being able to create this material quickly, stretches your training budget much, much further!

Introduction to z/OS JCL
30 minutes

Working with the JOB Statement
1 hour

PowerPoint — JCL Basics

Working with the EXEC Statement
1 hour

Working with the DD Statement
45 minutes

JCL Concepts
40 minutes

PowerPoint — EXEC and DD Statement Standards

Webinar — How we use JCL

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The **Introduction - JCL Learning Pathway** incorporates your organization's standards and practices into Interskill Learning's introductory JCL e-learning.

The **JCL Basics** PowerPoint module in this pathway enables you to provide a general description of how JCL is used in your organization, how and where it is stored, and the personnel who are responsible for maintaining it. You are then given the opportunity to describe actual JCL formatting standards that are enforced by your organization, and the implications of not adhering to these standards. Batch job naming standards and allowable internal JOB statement parameters can also be described.

The **EXEC and DD Statements Standards** PowerPoint module in this pathway enables you to describe how programs and procedures are invoked in your JCL, and where they are stored. You are also provided with the opportunity to describe if and how the COND parameter is used on the EXEC statement. The presentation then expands to describe the standards associated with data set naming, the allowable data set parameters, and how output should be coded.

The **How we use JCL** Webinar that appears at the end of the pathway utilizes the technical expertise in your organization to impart the organization-specific JCL knowledge that is required by learners. Pre-Webinar activities include gathering information about the learners' current knowledge of JCL, and asking them whether they have any questions related to previous training. This information is then presented at various stages throughout the Webinar, and learners are provided with JCL coding exercises that are based on your organization's standards.

Using Special Data Sets - Learning Pathway

Working with Generation Data Groups
1 hour

Concatenating Data Sets and Using Dummy Data Sets
30 minutes

Working with Tapes
45 minutes

Using Temporary Data Sets
30 minutes

Using Additional DD Statement Parameters
1 hour

PowerPoint   **Working with Data Sets**
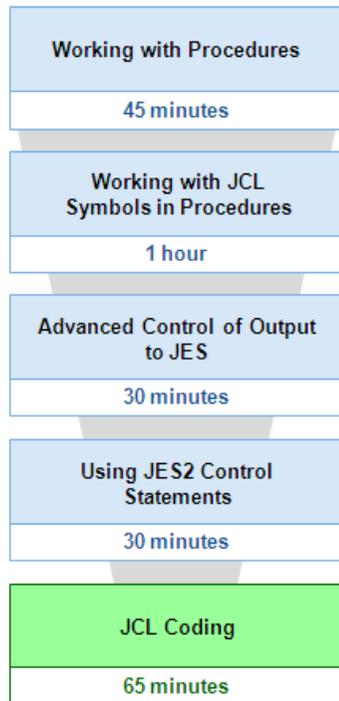
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The **Using Special Data Sets - Learning Pathway** describes the various types of data sets that are used in data centers, and your organization's standards for naming and referencing them.

The **Working with Data Sets** PowerPoint module in this pathway enables you to explain the types of data sets that are used in your organization, and the naming and attribute-related standards that apply to them. This module also explains how refer-backs are used in your JCL, and the use of several other JCL statements and parameters that are covered in this pathway's e-learning modules.

Coding Procedures and JES2 Control Statements - Learning Pathway

Working with Procedures	
45 minutes	

| **Working with JCL Symbols in Procedures** |
| 1 hour |

| **Advanced Control of Output to JES** |
| 30 minutes |

| **Using JES2 Control Statements** |
| 30 minutes |

| **JCL Coding** |
| 65 minutes |

PowerPoint   Using Advanced JCL Features
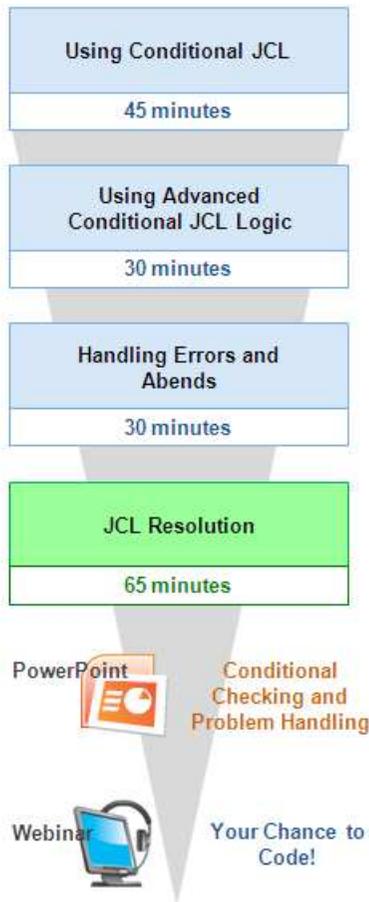
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The **Coding Procedures and JES2 Control Statements - Learning Pathway** explains JCL procedures and how they are used in your organization. Specialized statements and parameters relating to output are described, in addition to the coding of JES2 control statements.

The **Using Advanced JCL Features** PowerPoint module in this pathway enables you to describe how the items mentioned above are used in your organization, including how procedures must be coded and the standard symbolic parameters that are allowed in your JCL. It also explains the methods used to control output characteristics, including the use of third-party products to manage this process. The processes associated with the use of JES2 control statements in your JCL are also presented, and finally, details on whether the new basic job scheduling statements, introduced with z/OS 2.2, are discussed.

Identifying and Resolving Batch Problems - JCL Learning Pathway

Using Conditional JCL
45 minutes

Using Advanced
Conditional JCL Logic
30 minutes

Handling Errors and
Abends
30 minutes

JCL Resolution
65 minutes

PowerPoint — Conditional Checking and Problem Handling

Webinar — Your Chance to Code!

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The **Identifying and Resolving Batch Problems - JCL Learning Pathway** explains the different methods used to control job step processing. It also describes common syntax and run-time errors, and how to solve these problems.

The **Conditional Checking and Problem Handling** PowerPoint module in this pathway enables you to explain how conditional checking is used in your organization, and examples can be included for display. This module also explains how to interpret common system and user error codes that appear in your organization's JCL, and the process of solving these errors.

The **Your Chance to Code!** Webinar at the end of the pathway utilizes the technical expertise in your own organization to impart all the organization-specific JCL knowledge that is required by learners. Pre-Webinar activities include gathering information about the learners' current knowledge of JCL, and asking them whether they have any questions related to previous training. This information is then presented at various stages throughout the Webinar. Interaction ensures that learners are educated about the errors that are common to their specific environments, and learners are provided with JCL coding exercises that are based on their organization's standards.

Webbinar Basics

Even if you have never run any training, the 7 steps provided below will provide you with the confidence to run a successful Webinar, using your organizations preferred Webinar solution.

Step 1   You need to schedule and promote the Webinar (your HR personnel may be a good resource here). There also needs to be a process in place where learners undertaking the learning pathway, can notify when they have completed the learning pre-requisites, so that you know that they are ready to go.

Step 2   You should become familiar with the Webinar product and the tools used for incorporating PowerPoint presentations, mainframe related JCL sessions or associated screen grabs, and audio and video interactions. If you have not run a Webinar previously, then you should practice talking, recording, switching between slides and browsers and handing control to those attending the seminar.

Step 3   You should send an email to those that are attending the Webinar, firstly to remind them of when it is being run, but also to find out whether they have any questions or specific information they would like covered/clarified throughout the Webinar.

Step 4   Customize the content of the Webinar PowerPoint presentation/s. These have been designed to cover technical points and provide periods of interaction between the presenter and the learner (the length of each Webinar is approximately 60 minutes). The content is also designed to put the presenter in the shoes of the learner.

Step 5   Before the live event you need to rehearse the content.

Step 6   When the Webinar begins, welcome each attendee, just as you would in a classroom environment (if the numbers permit) and remember to be engaging and sound confident. Make sure that you press the Record button before start also!

Step 7   On completion, thank them for attending and describe to them their next step in the learning process. Follow this up the next day with an email link to the recorded Webinar.