## **SPO ALERT**

Date: 4/20/2022

To: State Agencies

From: State Procurement Office

Re: Upcoming SPO Academy Training

## **Upcoming SPO Academy Training:**

Please join us for the upcoming SPO Academy Training!

To view a list of upcoming training visit the <u>Upcoming SPO Academy Training Calendar</u> here you will find a brief description of the course and the date it will be offered.

To register for a webinar visit TraCorp (<a href="https://adoa.server.tracorp.com">https://adoa.server.tracorp.com</a>), and login:

- 1. Select Assigned Content.
- 2. Type the COURSE ID (Session #) in the **Search** field and press the **Enter** key.
- 3. Select the Course.
- 4. Select the **Register button** to register for the course.
- 5. Users will receive a confirmation email from Tracorp.

If there are any questions, please feel free to contact John Jimenez, *Chief Learning Officer at john.jimenez@azdoa.gov*