

## SPO ALERT

**Date:** August 1, 2024  
**To:** State Agencies  
**From:** State Procurement Office  
**Re:** Upcoming SPO Academy Training!

### Upcoming SPO Academy Training:

The following courses were recently added to the SPO Academy schedule.

Date	Course	Course ID	Location
11/19/24 - 11/21/24	<b>Request for Proposal (3 Day Series)</b> <i>*Please ensure you register for all sessions to receive full credit for the course.</i>	ADRFP-D1 ADRFP-D2 ADRFP-D3	Virtual

To view a complete list of all upcoming training visit the [SPO Academy Training Page](#) here you will find a list of upcoming courses, a brief description of the course, and the date/time it will be offered.

To register for a visit TraCorp (<https://adoa.server.tracorp.com>), and log in.

1. Select **Assigned Content**.
2. Type the COURSE ID (Session #) in the **Search** field and press Enter.
3. Select the Course.
4. Select the **Register button** to register for the course. (*Users are welcome to join the waitlist if a course is full*)
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

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