

ARIZONA

S P O A L E R T

Date: 1/7/2025

To: State Agencies

From: State Procurement Office

Re: SPO Academy Microlearning Available!

New SPO Academy Microlearning:

The following microlearning course was recently added to Tracorp.

Course	Description	Course ID	Location
Exceptions - CI, Sole Source, Emergency, and NPTQ Contracts	This microlearning course defines and provides examples of procurement exceptions, including Competition Impracticable (CI), Sole Source, Emergency, and Not Practicable to Quote (NPTQ) procurement types.	ADSPOML002	Tracorp

To view a complete list of all upcoming SPO Academy 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 complete the course or to register for any courses visit TraCorp (<https://adoa.server.tracorp.com>), and log in.

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