

SPO ALERT

Date: 8/3/2023

To: State Agencies

From: State Procurement Office

Re: SPO Academy Training - **New Training Added**

Upcoming SPO Academy Training:

Please join us for the upcoming SPO Academy Training!

The following training was recently added to the schedule:

Date	Course	Course ID	Location
9/12/23	Exceptions - CI, Sole Source, and Emergency Contracts	ADEXCPT1	Virtual
9/20/23	Request for Quotation	ADRFQ1	Virtual

***To view the full description of a course and a list of all upcoming training, please visit the [SPO Academy Training Page](#).**

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 it will be offered.

To register for a webinar 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 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