

From: procure
Sent: Tuesday, February 21, 2012 3:09 PM
To: procure
Subject: PROCUREAZ TRAINING ALERT - February Training Opportunities

ProcureAZ Training Alert

Date: February 21, 2012
To: State Agency Technical Leads
From: ProcureAZ Help Desk
Re: February Training Opportunities

The following ProcureAZ classes and webinars are available in February and March (please note prerequisites):

Tuesday, February 28

ADSP0410, Session No. 1

Prerequisites: Solicitations I & II

Classroom 8:00 – 12:00 Advanced Solicitations – Prerequisite: Basic Purchasing training completed

- Overview of solicitation process/document
- Tracking vendor responses/activity
- Managing revisions
- Managing multiple awards
- Using ProcureAZ reports to track MBI notifications/responses

Wednesday, February 29

ADSP0410, Session No. 2

Prerequisites: Solicitations I & II

Classroom 8:00 – 12:00 Advanced Solicitations – Prerequisite: Basic Purchasing training completed

- Overview of solicitation process/document
- Tracking vendor responses/activity
- Managing revisions
- Managing multiple awards
- Using ProcureAZ reports to track MBI notifications/responses

Thursday, March 1

ADSP0415, Session No. 1

Prerequisites: Solicitations I & II

Webinar – 9:00 – 10:00 – Agency Buyers: Advanced Solicitation Mini-Course: Managing Revisions

In addition to registering in HRIS/YES please use this link to register online:

<https://www2.gotomeeting.com/register/878207394>

ADSP0420, Session No. 1

Prerequisites: Solicitations I & II

Webinar – 1:00 – 2:00 – Agency Buyers: Advanced Solicitation Mini-Course: Using ProcureAZ Reports to Track MBI Notifications/Responses

In addition to registering in HRIS/YES please use this link to register online:

<https://www2.gotomeeting.com/register/777841562>