Training Trials and Triumphs
Presenters

- DeLynn VanDriel - Washington
- Ellen Donati – California
- Ryan Slaymaker - Texas
Member Reps / Office Consultants / Computer Systems Facilitators / Portfolio & Product Owners

- Personal consultants assigned to offices
- Provide small impromptu classes at the offices
- Provide one on one training
- Experts on legislative process
Service Center

- Legislative Apps & Microsoft Office
- Shadow other departments
- Certifications
- Vendor Training
- In-house Training
- Knowledgebase
- Learn to do classroom training
- Online Training
  - GEMETRIX
  - SharePoint – Linked to Training
Knowledgebase Articles

- Saves time for Service Desk and customers
- Just in time learning
- No training required
- Consistent information to customers
- No reinventing the wheel
- Prevents loss of knowledge
Self Service Portal

Schedule a Training

LEGTECH is your source for training on commercial and specialized legislative applications. See the training schedule below. If you find a class of interest, click the link to contact your work group Training Coordinator to get enrolled. If you have any questions, contact Karynne Est Ske at (562) 788-7777.

View upcoming trainings & class times below.

- **Microsoft OneNote**: September 24, 2019 1:00 PM - 3:00 PM
  - This course covers Microsoft OneNote and how it can help you consolidate and manage information that you may have stored in files, email, or on bookmarked websites.
  - Contact Training Coordinator To Enroll

- **Excel PivotTables**: September 25, 2019 8:30 AM - 11:30 AM
  - This course covers data analysis techniques by focusing on the pivot table feature. Pivot Tables allow

- **Advanced PowerPoint**: September 25, 2019 1:00 PM - 3:00 PM
  - This covers advanced features of PowerPoint not included in the Beginning PowerPoint class, such as customizing your presentation, automating your slideshow, and formatting charts.
  - Contact Training Coordinator To Enroll

- **Displaying Information from the Fiscal Website**: September 26, 2019 9:00 AM - 10:00 AM
  - This course covers how to retrieve and use information contained in the Fiscal System website.

Quick New Tickets

- **Open New Ticket**
  - Training Request
  - Hardware Help
  - Software Help
  - Timer Request
  - Setup New Employee
  - Help

Open Tickets: 4
Closed Tickets: 284

Service Catalog

- **Knowledge Library**
  - Popular Knowledge and Support Articles
  - Accounts
  - Quesites
  - Employees
  - Search
  - Mobile

Service Alerts

- **Announcements**
  - No new announcements found
Media and Education

- Develops online training
- Provides classroom training
Online Training

- Developing Online Training
- Learning Management System