



Powerway on Demand Supplier Administrator Virtual Classroom – Course Description

Course Mission:

The mission of the Powerway on Demand Supplier Administrator online training course is to provide attendees with the tools and concepts needed to work within the administrator areas of Powerway on Demand managing company information, managing user accounts, and assigning roles and access to users.

Prerequisites:

You should have the following skills and/or knowledge: Basic keyboard skills and experience working with Internet Explorer.

Audience:

This class is designed for personnel who are responsible for maintaining company information, setting up user accounts, and assigning responsibilities to users.

Format:

Virtual classroom training via the Internet

Topics Covered:

- Log on to the Powerway on Demand application
- Overview of Administrative terms and definitions
- Manage and maintain company information
- Create and manage user accounts
- Assign users responsibilities as administrators, project owners, and project team members
- Search for projects

Course Length:

4 Hours (approximately)

Cost:

Free

CEU Credits:

.37

Contact your Powerway representative at info@powerwayinc.com or by telephone at (800) 964-9004 US/Canada or 52 (442) 199-3102 Mexico for more information.