

SPO ALERT

Date: 12/3/2021

To: State Agencies

From: State Procurement Office

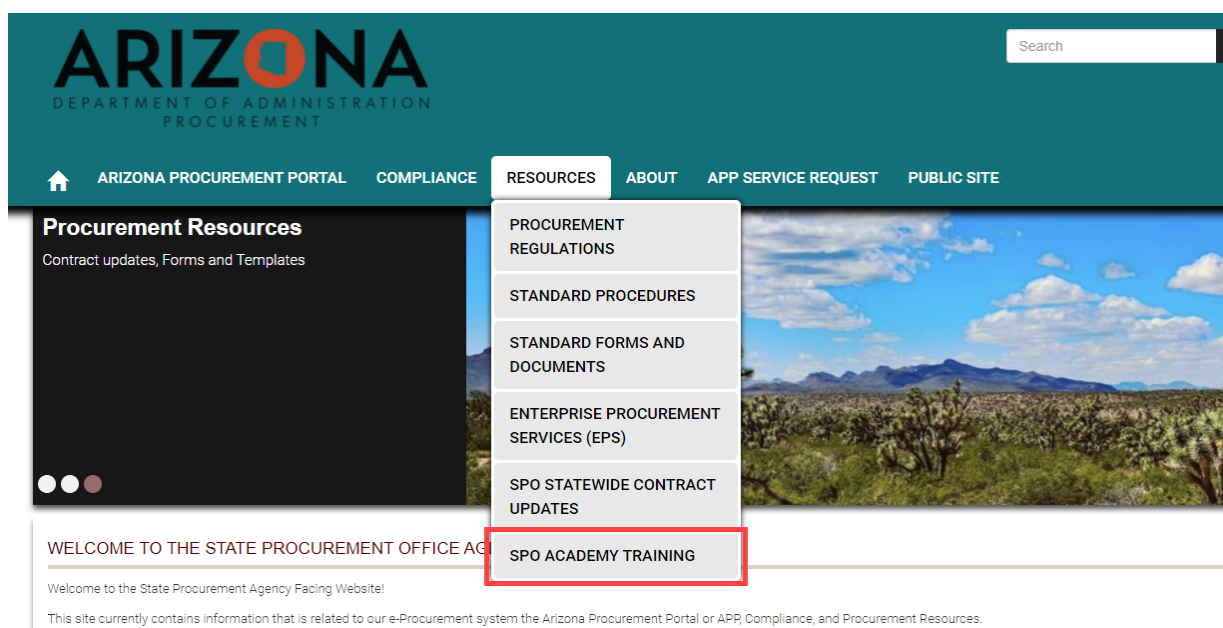
Re: Upcoming SPO Academy Training

Upcoming SPO Academy Training:

Please join us for the upcoming SPO Academy Training!

To view a list of upcoming training visit the [Upcoming SPO Academy Training Calendar](#) here you will find a brief description of the course and the date it will be offered.

A new SPO Academy Training link has been added to the [SPO Intranet Site](#), this link will be updated with new training as they become available for registration.



Registration Steps

To register for a webinar visit TraCorp (<https://adoa.server.tracorp.com>), and login:

1. Click on Assigned Content
2. Type in the course number in the search field
3. Click on the down arrow next to the search box and select, "Entire Catalog"
4. Click on the search button, Magnifying Glass icon

5. Click on the search result
6. Click on the "Register" button

Users will receive an email from Tracorp with Webex registration information.

If you have difficulty registering or have questions regarding the class please email John Jimenez at John.Jimenez@azdoa.gov.