

## SPO ALERT

**Date:** 12/15/2023

**To:** State Agencies

**From:** State Procurement Office

**Re:** Upcoming SPO Academy Training

### Upcoming SPO Academy Training:

Join us for the upcoming [SPO Academy Training](#)!

Date	Course	Course ID	Location
12/20/23	Purchasing 101	ADPURCH1	Virtual
1/17/24	Procurement 101	ADPRO101	Virtual
1/19/24	Lunch & Learn: We Don't Say No; We say How	SPOLNL1	Virtual
1/31/24	Protest - Law & Best Practices	ADPROT101	Virtual
2/21/24	Negotiation Planning	ADNEGPL1	In-Person

To view a complete list of all upcoming training visit the [SPO Academy Training Page](#) here you will find a list of all 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](mailto:john.jimenez@azdoa.gov)