

*****NOTICE*****

**Bureau of Indian Education
Division of Performance and Accountability
WebEx Online Training**

TOPIC: Receive Answers to Questions and Helpful Hints about the ARRA Federal Reporting.gov 2nd Quarter Reporting Cycle (July 01-10, 2010)

GOAL: This WebEx Online Training is focused on assisting school personnel who have questions and addressing the challenges schools may have with the ARRA federal reporting process.

HOSTED BY: Dr. Valerie Todacheene & Sandra Poolaw
ARRA Projects Specialists

DATE & TIME: June 16 & 17, 2010
10:00am – 11:00am PDT
11:00am – 12:00pm MDT
12:00pm – 1:00pm CDT
1:00pm – 2:00pm EDT

MAXIMUM PARTICIPANTS: 100 participants

WHO SHOULD PARTICIPATE: Tribally Controlled School Administrators and Managers (aka grant/contract schools), Education Line Officers, and Education Line Office Personnel

TRAINING MATERIALS: Training materials will be made available on Tuesday, June 15, 2010 at the BIE website

TO JOIN THE WEBEX TRAINING SESSION:

1. Call **888-417-0376** then enter code **1509140** and say your school name and the number of participants with you.
2. As a courtesy to other participants:
 - a. Mute your telephone
 - b. Do not use cell phone
 - c. Un-mute your telephone when asking a question.
3. Log on to <https://dcma100.webex.com> and locate your session. Then click "Join Now".
4. **Type** your name / name of school (*example: John Doe / Cottonwood DS*), and Email address in the appropriate box.
5. Enter the session password: **Bie123**
6. Follow the instructions that appear on your screen.

TO JOIN THE TELECONFERENCE ONLY: Call **888-417-0376** and enter code **1509140** for the conference call.

FOR ASSISTANCE: You may contact Sarah Murphy at (505) 563-5395.
