

*****NOTICE*****

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

Topic: American Recovery and Reinvestment Act (ARRA) Reporting

Presenter: Frankie P. Dumanal, PMP
Senior Project Manager
Assistant Secretary – Indian Affairs

Date and Time:

Friday, March 19, 2010

ADD-West

8:00 am – 9:30 am (PDST*)

9:00 am – 10:30 am (MDST*)

10:00 am - 11:30 am (CDST*)

*Daylight Savings Time begins on March 14th

Maximum Participants: 100 participants

Who should participate: Tribally Controlled School administrators and business managers located within the BIE's Associate Deputy Director (ADD) West area – Billings, Sacramento, Arizona North, Arizona South, New Mexico North, New Mexico South, Seattle and the Education Line Office staff for the ADD West.

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 phone 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: Sped1234
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, or Rachael Lujan at (505) 563-5398.

To download the training materials:

<http://www.bie.edu/home> => ARRA => Training => American Recovery and Reinvestment Act (ARRA) Reporting
