

MANAGER TRAINING (90 minutes) – LANS/COMPA Workforce Management Solution (WMS)

MEETING TIME: These training sessions will all cover the same material, so your attendance is only needed for one of these sessions.

6-23 8:30am - 10:00am
12:00pm - 1:30pm
3:30pm – 5:00pm

6-24 7:30am 9:00am
11:00am – 12:30pm
3:30pm – 5:00pm

These training sessions provide critical information on the LANS WMS Program scheduled to launch July 1, 2009. Intended audience is LANS Hiring Managers who currently have or plan to acquire workers through staffing agencies. This session covers the new, automated process, InSite application for managing workers and online time approval.

LOGISTICS

There will be an in person training held at: **MSL Auditorium**

In addition, there will be a webex and conference line for those who need to access the training remotely.

Conf Call-In Toll-free: +1 (866) 244-8528 Participant code: 155403

AFTER JOINING THE CONFERENCE, PLEASE PLACE YOUR PHONE ON MUTE TO MINIMIZE NOISE ON THE LINE. DO NOT PLACE YOUR PHONE ON HOLD. THE HOLD MUSIC WILL PRECLUDE OTHERS FROM HEARING THE AUDIO PRESENTATION.

If you cannot attend this session, please contact Mary Elliot at **505-665-2124** to explore alternate training options.

Webex/conference call info:

If you have difficulties, please contact Live Meeting at 1.866.493.2825.

First Time Users:

To save time before the meeting, [check your system](#) to make sure it is ready to use Microsoft Office Live Meeting.

6-23 8:30am - 10:00am

[Join the meeting.](#)

Copy and paste the required information:

Meeting ID: 3CJ4ZZ

Entry Code: fieldglass

Location: <https://www.livemeeting.com/cc/fieldglass>

6-23 12:00pm - 1:30pm

[Join the meeting.](#)

Copy and paste the required information:

Meeting ID: KR3HHT

Entry Code: fieldglass

Location: <https://www.livemeeting.com/cc/fieldglass>

6-23 3:30pm – 5:00pm

[Join the meeting.](#)

Copy and paste the required information:

Meeting ID: 6R5RBB

Entry Code: fieldglass

Location: <https://www.livemeeting.com/cc/fieldglass>

6-24 7:30am 9:00am

[Join the meeting.](#)

Meeting ID: 5S5H9W

Entry Code: fieldglass

Location: <https://www.livemeeting.com/cc/fieldglass>

6-24 11:00am – 12:30pm

[Join the meeting.](#)

Meeting ID: BS3QDB

Entry Code: fieldglass

Location: <https://www.livemeeting.com/cc/fieldglass>

6-24 3:30pm – 5:00pm

[Join the meeting.](#)

Meeting ID: P68R44

Entry Code: fieldglass

Location: <https://www.livemeeting.com/cc/fieldglass>